

**ENTERGY NUCLEAR NORTHEAST**  
**JAMES A. FITZPATRICK NUCLEAR POWER PLANT**  
**P.O. BOX 110, LYCOMING, NY 13093**  
**DOCUMENT TRANSMITTAL AND RECEIPT ACKNOWLEDGEMENT FORM**

**DATE: August 20, 2003**  
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**TO: U.S.N.R.C. Document Center/Washington, DC**  
**FROM: CATHY IZYK - EMERGENCY PLANNING DEPARTMENT**  
**SUBJECT: EMERGENCY PLAN AND IMPLEMENTING PROCEDURES**

Enclosed are revisions to your assigned copy of the JAFNPP Emergency Plan and Implementing Procedures. Please remove and **DISCARD** the old pages. Insert the attached, initial and date this routing sheet and return the completed routing sheet to **Cathy Izyk in the Emergency Planning Department within 15 days**. If this transmittal is not returned within 15 days, your name will be removed from the controlled list.

**THESE PROCEDURES ARE EFFECTIVE**  
**THURSDAY, AUGUST 21, 2003**

VOLUME 2 Update List Dated August 21, 2003			
DOCUMENT	PAGES	REV. #	INITIALS/DATE
EAP-1.1	REPLACE ALL	49	
EAP-8	REPLACE ALL	62	
EAP-17	REPLACE ALL	107	

VOLUME 3 Update List Dated August 21, 2003			
DOCUMENT	PAGES	REV. #	INITIALS/DATE
EAP-43	REPLACE ALL	61	

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**EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2  
UPDATE LIST**

CONTROLLED COPY # **34**

Date of Issue:           AUGUST 21, 2003          

<b>Procedure Number</b>	<b>Procedure Title</b>	<b>Revision Number</b>	<b>Date of Last Review</b>	<b>Use of Procedure</b>
N/A	TABLE OF CONTENTS	REV. 19	02/98	N/A
IAP-1	EMERGENCY PLAN IMPLEMENTATION CHECKLIST	REV. 30	05/03	Informational
IAP-2	CLASSIFICATION OF EMERGENCY CONDITIONS	REV. 24	05/03	Informational
EAP-1.1	OFFSITE NOTIFICATIONS	REV. 49	08/03	Informational
EAP-2	PERSONNEL INJURY	REV. 26	01/03	Informational
EAP-3	FIRE	REV. 23	08/02	Informational
EAP-4	DOSE ASSESSMENT CALCULATIONS	REV. 33	06/03	Informational
EAP-4.1	RELEASE RATE DETERMINATION	REV. 16	05/03	Informational
EAP-5.1	DELETED (02/94)			
EAP-5.2	DELETED (04/91)			
EAP-5.3	ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING	REV. 9	08/02	Informational
EAP-6	IN-PLANT EMERGENCY SURVEY/ENTRY	REV. 17	05/03	Informational
EAP-7.1	DELETED (02/94)			
EAP-7.2	DELETED (02/94)			
EAP-8	PERSONNEL ACCOUNTABILITY	REV. 62	08/03	Informational
EAP-9	SEARCH AND RESCUE OPERATIONS	REV. 11	05/03	Informational
EAP-10	PROTECTED AREA EVACUATION	REV. 17	05/03	Informational
EAP-11	SITE EVACUATION	REV. 19	05/03	Informational
EAP-12	DOSE ESTIMATED FROM AN ACCIDENTAL RELEASE OF RADIOACTIVE MATERIAL TO LAKE ONTARIO	REV. 11	04/02	Informational
EAP-13	DAMAGE CONTROL	REV. 14	06/02	Informational
EAP-14.1	TECHNICAL SUPPORT CENTER ACTIVATION	REV. 23	05/03	Informational
EAP-14.2	EMERGENCY OPERATIONS FACILITY ACTIVATION	REV. 21	05/03	Informational
EAP-14.5	OPERATIONAL SUPPORT CENTER ACTIVATION	REV. 14	03/00	Informational

**EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2  
UPDATE LIST**

Date of Issue:           AUGUST 21, 2003          

<b>Procedure Number</b>	<b>Procedure Title</b>	<b>Revision Number</b>	<b>Date of Last Review</b>	<b>Use of Procedure</b>
EAP-14.6	HABITABILITY OF THE EMERGENCY FACILITIES	REV. 15	05/03	Informational
EAP-15	EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL	REV. 11	06/02	Informational
EAP-16	PUBLIC INFORMATION PROCEDURE	REV. 7	05/03	Informational
EAP-16.2	JOINT NEWS CENTER OPERATION	REV. 2	06/03	Informational
EAP-17	EMERGENCY ORGANIZATION STAFFING	REV. 107	08/03	Informational
EAP-18	DELETED (12/93)			
EAP-19	EMERGENCY USE OF POTASSIUM IODINE (KI)	REV. 22	05/03	Informational
EAP-20	POST ACCIDENT SAMPLE, OFFSITE SHIPMENT AND ANALYSIS	REV. 9	06/02	Informational
EAP-21	DELETED (12/85)			
EAP-22	DELETED (02/98)			
EAP-23	EMERGENCY ACCESS CONTROL	REV. 11	06/02	Informational
EAP-24	EOF VEHICLE AND PERSONNEL DECONTAMINATION	REV. 9	06/02	Informational
EAP-25	DELETED (02/94)			



## REVISION SUMMARY SHEET

## REV. NO.

- 49
- Changed Emergency Planning Manager to Emergency Preparedness Manager throughout the entire procedure.
  - Added section 4.3.5.B and 4.4.4.B - regarding RECS telephone and circuit numbers.
  - On attachment 1-3, and 13 changed the approval line to read Emergency Director instead of Emergency Plant Manager.
  - On attachment 1 numbers 11, & 12 and attachment 2 number 16.E & F, attachment 13 numbers 11 & 12 - added ground/elevated feet.
  - On attachments 4 and 7 updated the RSGM's new pager numbers.
  - On attachment 7 & 14 added NRC cell phone number.
  - Added Entergy Risk Assessment person on attachment 7.
- 48
- Revised Site Announcement upon declaration of a General Emergency to Include use of KI.
  - Changed Emergency Plant Manager to Emergency Director in various places noted.
  - Added info to section 4.3.6 regarding ED's location.
  - In second note in section 4.3.6 - listed persons to review all NRC Event Notification Worksheets.
  - In the 2<sup>nd</sup> note of section 4.3.5.g - deleted information on who shall review NRC Event Notification Worksheets.
  - Updated names on attachment 7 - Rochester Gas and Electric Co. and SUNY.
- 47
- Added RECS circuit numbers to attachment 11, instructions for reporting RECS problems.
  - In section 4.2.1.B - added reworded information on how CAN message is to be used.
  - On attachment 4 consolidated Note text to section 8 for when it is necessary to activate RSGM.
  - On attachment 7 - added new individuals to Emergency Planning contact and added new NRC resident.
  - On Attachment 11 - added applicable circuit numbers to for the RECS phones.
  - Deleted reference of "digital senders" throughout entire procedure.
  - IN section 4.2.2.A, 4.3.5.B and 4.4.4.B - deleted information on digital sender and instructed part one form to be transmitted via RECS phone.
  - On Attachment 1 deleted wording about to ask each party if the form was received electronically.
  - On attachment 1 and 13 added information on KI.

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## 1.0 PURPOSE

The purpose of this procedure is to provide detailed instructions for the prompt notification of offsite authorities, offsite emergency response agencies and onsite personnel.

NOTE: Additional telephone numbers, which may be of use, are listed in Attachment 7.

## 2.0 REFERENCES

### 2.1 Performance References

2.1.1 IAP-1, EMERGENCY PLAN IMPLEMENTATION CHECKLIST

2.1.2 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS

2.1.3 EAP-4, DOSE ASSESSMENT CALCULATIONS

2.1.4 EAP-17, EMERGENCY ORGANIZATION STAFFING

2.1.5 EAP-42, OBTAINING METEOROLOGICAL DATA

### 2.2 Developmental References

2.2.1 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS

2.2.2 I&E Information Notice No. 85-78: "Event Notification"

2.2.3 EAP-42, OBTAINING METEOROLOGICAL DATA

## 3.0 INITIATING EVENTS

The Emergency Director has declared an emergency condition at the JAFNPP in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS.

## 4.0 PROCEDURE

NOTE: Forms generated during an actual emergency are considered "Quality Records" and must be maintained to be added to the plant records system. (This includes Part 1, 2 and 3 forms and the NRC Event Notification Worksheet detailed in this procedure. Other forms or data will be determined to be plant records by review by the Emergency Preparedness Manager.) Therefore, all forms, calculations, etc. shall be directed to the Emergency Preparedness Manager for review after an actual event.

The Emergency Director or his designee shall implement this procedure.

The Shift Manager/Emergency Director is the only individual authorized to declare an emergency or recommend protective actions to offsite agencies. A designated individual may, however, relay this information.

#### 4.1 Responsibilities

##### 4.1.1 Shift Manager

- A. Assumes the role of Emergency Director, until properly relieved.
- B. Initiates the classification and reclassification of emergency conditions based on available information (IAP-2).
- C. Designates a Control Room Communications Aide to initiate and maintain communications with offsite authorities until the TSC or EOF is staffed.
- D. Designates an individual to make plant announcements.
- E. Normally designates a security officer (at ext. 3456) to contact Plant personnel in accordance with EAP-17, EMERGENCY ORGANIZATION STAFFING. Pagers should be activated during normal working hours AND off hours. Pagers should be activated at the NUE and once again at the ALERT or higher classification. CAN should be activated during off hours and at other times as appropriate.
- F. Approves emergency notification forms until relieved of the Emergency Director's role.

##### 4.1.2 Control Room Communications Aide (as assigned by Shift Manager)

- A. As directed by SM, initiates and maintains communications with offsite authorities until responsibility is transferred to TSC or EOF.
- B. Continues to maintain communications with TSC following its activation.

## 4.1.3 Emergency Plant Manager

- A. Relieves Shift Manager of overall responsibility for plant emergencies.
- B. Initiates or verifies classification and reclassification of emergency conditions.
- C. Initiates or continues communications with offsite authorities through TSC Communications and Records Coordinator, EOF Manager, or designee.
- D. Directs security to reactivate pagers, and CAN if necessary, if the emergency escalates from an NUE to an Alert or higher classification. This is to ensure all facilities are activated.
- E. Makes announcements as necessary.
- F. Recommends protective actions to offsite agencies. Prior to the issuance of protective action recommendations from the EOF, the Emergency Plant Manager should discuss these actions with state and local liaisons.
- G. Approves emergency notification forms.
- H. When appropriate the Control Room Emergency Director shall formally turn over the Emergency Director function to a qualified Emergency Director who will normally be located in the TSC. (This function may be transferred directly to the EOF if the situation warrants.) The turn over may be verbal, and will include the status of the plant.

## 4.1.4 TSC Communications and Records Coordinator and EOF Manager

- A. As directed by the Emergency Plant Manager, initiates or maintains communications with offsite agencies.
- B. Acts as prime interface with Emergency Plant Manager for information dissemination to and from offsite authorities, WPO and other groups as required.

#### 4.2 Control Room Procedure

**NOTE:** Transmittal of Part 1 form, Notification Fact Sheet (Attachment 1), is required within 15 minutes of emergency declaration, reclassification, initial PARS or PAR changes. Updates are required approximately every 30 minutes unless an agreement is reached with NYS and Oswego County that 30-minute updates are not necessary. IF updates are suspended, THEN a part 1 form transmittal will be made upon reclassification, PAR changes, significant plant condition changes and/or event termination.

Transmittal of NRC Event Notification Worksheet (Attachment 6) is required immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency or reclassification of an emergency.

- 4.2.1 The Shift Manager/Emergency Director shall:
- A. Designate one person to serve as Control Room Communication Aide:
    - 1. Assign an available operations individual

OR

    - 2. During AOP-43 Control Room Evacuation, assign the Security Shift Supervisor (SSS) by calling SAS at extension 3456 or the SSS at 6424 or 6422.

**NOTE:** At the discretion of the Shift Manager/Emergency Director, pagers and/or CAN may not be activated if doing so could jeopardize the safety of ERO personnel responding to Emergency Response Facilities.

- B. Designate one person to contact plant Emergency Response Organization personnel using EAP-17. This will normally be the SAS Security Officer (ext. 3456). Provide the following information to the designated individual using the Facility Activation and Pager Code Matrices for guidance.

NOTE: IF Pagers and/or CAN are to be activated, AND activation cannot be accomplished by the SAS Security Officer, THEN Control Room Staff should activate pagers and CAN as per EAP-17, Attachment 4.

1. This is (1) An actual emergency, or (2) a drill, or (3) a pager/oncall test.
2. Emergency classification and time declared
3. IF AOP-43 in process, THEN direct SAS Officer to have Shift Security Supervisor make plant announcement and offsite notifications.
4. Activate pagers (yes or no);
  - a. IF YES; THEN provide three digit pager code
5. Activate CAN (yes or no);
6. Facilities to be activated using CAN:

NOTE: JAF list is a limited listing of Security personnel

"Group 1" for CR/TSC/OSC/JAF, or

"Group 2" for CR/TSC/OSC/JAF and EOF/JNC, or

Selected: CR TSC OSC EOF JNC JAF

## FACILITY ACTIVATION REQUIREMENTS

NOTE: IF potential routing hazards exist for facility activation, THEN include the routing hazards in an announcement.

Facility	Unusual Event (0700-1530)	Unusual Event (After 1530, Weekends, Holidays)	Alert	Site Area Emergency	General Emergency
TSC	ED Decides	X <sup>(1)</sup>	X	X	X
OSC	ED Decides	X <sup>(1)</sup>	X	X	X
EOF	ED Decides	ED Decides	X	X	X
JNC	ED Decides	ED Decides	X	X	X

<sup>(1)</sup> TSC and OSC must be activated at the Unusual Event classification during off-hours UNLESS the ED is confident that the emergency will not escalate.

(Facility activation may be modified by the Emergency Director if the safety of incoming personnel may be jeopardized by a security event or other event hazardous to incoming personnel.)

NOTE: Pagers should be activated at the NUE and once again at the ALERT or higher classification.

## PAGER ACTIVATION MATRIX

FIRST DIGIT INFORMATION	SECOND DIGIT CLASSIFICATION	THIRD DIGIT FACILITY ACTIVATED
1 = Actual Event	1 = NUE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2 = Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager/On-call TEST only	3 = SAE	3 = On duty only report to CR/OSC/TSC/EOF/JNC
	4 = GE	7 = Personnel assigned a pager call CAN  800-205-5175 (respond to CAN prompts as directed)
	9 = None	8 = All personnel report to EOF for further instructions.
		9 = No response required

- C. Designate an individual to sound the Station Alarm and make the following announcement. (twice)

"Attention, Attention a(n) (Unusual Event, Alert, or Site Area Emergency) has been declared at the James A. FitzPatrick Nuclear Power Plant. Activate the (specify the facilities to be activated).

OR

"Attention, Attention a GENERAL EMERGENCY has been declared at the James A. FitzPatrick Nuclear Power Plant. Activate the (specify the facilities to be activated). Potassium Iodide is authorized for use by all personnel in the JAF owner controlled area on a voluntary basis".

- D. Determine and make Protective Action Recommendations (PARs) to offsite authorities (using procedure EAP-4, Attachment 1).
- E. Review and approve Part 1 form prior to transmittal to offsite authorities. During AOP-43, this may mean contacting the SSS at extension 3456,6424 or 6422.
- F. Review NRC Event Notification Worksheet prior to transmittal to NRC. During AOP-43, this may mean contacting the SSS at extension 3456,6424 or 6422.
- G. Review IAP-1 checklist upon classification and reclassification of an emergency.
- H. Designate an individual to maintain communications with the TSC, OSC and EOF using the 4-way hotline, or by conference call, if appropriate, when any of those facilities are staffed.

4.2.2 The Control Room Communications Aide shall initiate notifications as directed by the Emergency Director using the following (or by using Attachment 14, Control Room Notification Flowchart) or Attachment 15, Control Room Notification Flowchart For Use in Control Room Evacuation per AOP-43. (Attachment 15 should only be used when a Control Room evacuation has been ordered):

- A. State and County notifications using Part 1 form via the RECS phone:

1. Prepare Part 1 form:
  - a. Obtain meteorological data. (Guidance may be obtained using procedure EAP-42, OBTAINING METEOROLOGICAL DATA.)
  - b. Complete Part 1 form.
  - c. Obtain Emergency Director signature.
  - d. Transmit Part 1 form within 15 minutes of the emergency declaration, reclassification, initial PARs or PAR changes using the RECS phone.
2. To activate RECS phone:
  - a. Pick up handset.
  - b. Press A then \* on the touch tone keypad to initiate ring.
  - c. Wait approximately 10 seconds before starting to transmit. This will allow time for other parties to pick up their phones.
  - d. Press button on underside of handset to talk.
  - e. Read Part 1 form introductory announcement and roll call.
  - f. When roll call is completed read the "General Information" portion of the form. Fill out Line 1 at this time.
  - g. Perform final roll call as indicated at bottom of Part 1 form.
  - h. Sign off by stating: "James A. FitzPatrick Nuclear Power Plant out at (date, time)."
  - i. Hang up the phone.

**NOTE:** IF the RECS line is out of service, THEN, using backup methods, notify the State first followed by the County, then Nine Mile Point.

- j. IF the RECS telephone is inoperable, OR any parties did not respond to roll call, THEN contact these agencies using a regular telephone. Refer to Attachment 14, Control Room Notification Flowchart, for phone numbers.

IF regular telephone service is not available, THEN use the cellular phone extension (labeled cellular phone) in the Shift Manager's office, TSC, or SSS office. This phone is operated in the same manner as any phone not connected to the plant switch. (Do not dial "9" for an outside line.)

The radio may be used as a back-up communications path to contact Oswego County. Request that the Oswego County E-911 (Warning Point) relay the information to the State and NMPC using RECS or other means if RECS is not available from E-911. Refer to Attachment 10 for instructions regarding contacting Oswego County via radio.

**NOTE:** Transmittal of Part 1 form Notification Fact Sheet (Attachment 1) is required within 15 minutes of emergency declaration, reclassification, initial PARs or PAR changes. Updates are required approximately every 30 minutes unless an agreement is reached with NYS and Oswego County that 30 minute updates are not necessary. IF updates are suspended, THEN a Part 1 form transmittal will be made upon reclassification, PAR changes, significant plant condition changes and/or event termination.

Transmittal of NRC Event Notification Worksheet (Attachment 6) is required immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency or reclassification of an emergency.

- 
- k. Perform notification updates as required by this procedure.
- B. NRC notification using Event Notification Worksheet and ENS phone:
    1. Prepare Event Notification Worksheet
      - a. Request assistance from Control Room staff.
      - b. Ensure that SM/ED reviews completed Event Notification Worksheet prior to transmittal.
  - C. Transmit Event Notification Worksheet immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency.

Instruct the designated communicator to transmit the Event Notification Worksheet (Attachment 6), or Attachment 13 for AOP-43, over the ENS telephone in accordance with this section, as follows:

1. Dial the first telephone number found on the colored sticker on the Emergency Notification System (ENS) phone.
2. Read information from the Event Notification Worksheet and answer any questions.
3. Record the Log Number given by the NRC Headquarters phone talker on the top of the form.
4. Maintain an open, continuous communication channel with the NRC Operations Center upon request by the NRC. A log should be maintained to provide continuity of data. The log should include questions asked by the NRC and the answers provided. This log should be transferred from the Control Room.

5. Attempt to complete and transmit the Event Notification Worksheet on an hourly basis unless questions from the NRC prevent this.
    - a. IF ENS phone is not operable, THEN use a commercial phone and dial the numbers on the colored sticker on the ENS telephone OR Event Notification Worksheet. Additional information regarding the ENS is provided in Attachment 9. Alternate telephone numbers are listed in Attachment 5.
  - D. Notification of NRC Resident Inspector:
    1. Dial appropriate phone number from Attachment 14, Control Room Notification Flowchart, using a regular telephone.
    2. Report information using Part 1 form and other sources as requested.
  - E. Complete the Control Room Notification Checklist (Attachment 4).
  - F. Transfer completed forms and checklists to the Communications and Records Coordinator or designee in the TSC when requested.
- 4.2.3 Continue to perform offsite notifications until relieved of that function by the TSC or EOF.
- 4.2.4 IF qualified personnel are available to perform communications in the TSC, THEN the notification functions may be performed in the TSC as directed by the ED.
- 4.3 Technical Support Center Procedure
- 4.3.1 When the TSC is operational, the Emergency Director normally delegates communications responsibilities to the Communications and Records Coordinator through the TSC Manager.
  - 4.3.2 IF the emergency escalates from an NUE to an Alert or higher classification, THEN the Emergency Director should direct Security to reactivate the pagers and, if appropriate, CAN. This is to ensure all facilities are activated.

- 4.3.3 The Emergency Director shall review and approve all Part 1, 2 and 3 forms (Attachment 1, Attachment 2 and Attachment 3) prior to transmittal from the TSC.
- 4.3.4 The Emergency Director (or Emergency Plant Manager, when the Emergency Director has relocated to the EOF) shall review all NRC Event Notification Worksheets (Attachment 6) prior to transmittal from the TSC.
- 4.3.5 IF the Emergency Director is located at the TSC, THEN The Communications and Records Coordinator shall:
- A. Designate a qualified communicator to prepare and transmit Part 1 forms to offsite agencies within 15 minutes of emergency declaration, reclassification, initial PARs or PAR changes. Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30-minute updates are not necessary. IF updates are suspended, THEN a Part 1 form transmittal will be made upon reclassification, PAR changes, significant plant condition changes and/or event termination.

**CAUTION**

Verify that the Emergency Director has approved the Part 1 form prior to transmittal.

- B. IF at any time the RECS telephone is inoperable THEN the Communications and Records Coordinator should ensure that the problem is reported to the New York State Emergency Management Office in accordance with Attachment 11.
- C. Instruct the designated communicator to transmit Part 1 form using the RECS phone; Pick up RECS handset.
  - 1. Press A then \* on the touch-tone keypad to initiate ring.
  - 2. Wait approximately 10 seconds. This will allow time for other parties to pick up their phones.
  - 3. Press button on the underside of handset to talk.

4. Read Part 1 form introductory announcement and roll call.
5. When roll call is completed:
  - a. Read "General Information" portion of form. Fill out Line 1 at this time.
6. Perform final roll call as indicated at bottom of Part 1 form.
7. Sign off by stating "James A. FitzPatrick Nuclear Power Plant out at (date, time)."
8. Hang up the phone.

**NOTE:** IF the RECS line is out of service, THEN, using backup methods, notify the State first followed by the County, then Nine Mile Point.

9. IF the RECS telephone is inoperable, or if any parties did not respond to roll call, THEN contact these agencies using a regular telephone. Refer to Attachment 5, RECS/NRC Backup Communications Checklist, for phone numbers.

IF regular telephone service is not available, THEN use the cellular phones provided in the TSC. These phones are labeled as cellular phones. These phones are dialed in the same manner as any phone not connected to the plant switch. (Do not dial "9" for an outside line.) A satellite phone is also available in the TSC. (Dial 1-area code-7 digit number, then press "send".)

The radio may be used as a back-up communications path to contact Oswego County. Request that the Oswego County E-911 (Warning Point) relay the information to the State and NMPC using RECS or other means if RECS is not available from Fire Control.

Refer to Attachment 10 for instructions regarding contacting the Sheriff's Department via radio.

10. Perform notification updates as required by this procedure.

**NOTE:** Consider providing a Part 2 form to alleviate off-site organization concerns regarding radiological issues during abnormal releases below Federally Approved Limits (Technical Specifications).

- D. IF a release greater than the Technical Specifications has occurred, THEN perform the following:
1. Instruct the Rad Support Coordinator, via the TSC Manager, to complete a Part 2 form (Attachment 2). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary.
  2. Instruct the Rad Support Coordinator to provide Oswego County and New York State with actual isotopic mix of the release as soon as it is available.
- E. IF requested by the NRC, THEN instruct the Rad Support Coordinator to designate an individual to transmit information via the Health Physics Network (HPN) phone. Refer to Attachment 9, Section 2, for dialing instructions.
- F. Instruct the Technical Coordinator, via the TSC Manager, to complete a Part 3 form (Attachment 3). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30-minute updates are not necessary.

**CAUTION**

Verify that the Emergency Director has approved all Part 1, Part 2 and Part 3 forms prior to transmittal.

- G. Designate an individual to fax completed Part 1, 2 and 3 forms to New York State and Oswego County plus the EOF, JNC and ENN Corporate Offices as required.

H. Designate a qualified communicator (normally the NRC Communicator) to prepare and transmit the Emergency Notification Worksheet (Attachment 6) using copies of the prepared Part 1, 2 and 3 forms. Assistance may be requested from TSC staff (eg. the Rad Support Coordinator and staff can provide release rate information in accordance with EAP-4). NRC notification is required immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency or reclassification of an emergency.

NOTE: ENS notification will normally remain a TSC function unless agreed upon by TSC manager and the EOF Manager.

NOTE: The Emergency Director (or Emergency Plant Manager, when the Emergency Director has relocated to the EOF) shall review all NRC Event Notification Worksheets (Attachment 6) prior to transmittal from the TSC.

I. Instruct the designated communicator to transmit the Event Notification Worksheet (Attachment 6) over the ENS telephone in accordance with this section, as follows:

1. Dial the first telephone number found on the colored sticker on the Emergency Notification System phone.
2. Read information from the Event Notification Worksheet and answer any questions.
3. Record the Log Number given by the NRC Headquarters phone talker on the top of the form.
4. Maintain an open, continuous communication channel with the NRC Operations Center upon request by the NRC. A log should be maintained to provide continuity of data. The log should include questions asked by the NRC and the answers provided. This log should be transferred from the Control Room.

5. Attempt to complete and transmit the Event Notification Worksheet on an hourly basis unless questions from the NRC prevent this.
6. IF ENS phone is not operable, THEN use a commercial phone and dial the numbers on the colored sticker on the ENS telephone OR the numbers on the top of the Event Notification Worksheet. Additional information regarding the ENS is provided in Attachment 9. Alternate telephone numbers are listed in Attachment 5.

NOTE: Attachment 8 may remain a TSC function if agreed upon by the TSC Manager and EOF Manager.

- J. Designate a communicator to complete the TSC/EOF Emergency Notification Checklist, Attachment 8. Relay relevant information from the Part 1 form in accordance with this procedure as follows:
1. Ensure that notifications have been made to organizations listed on Attachment 8, items #1-5.
  2. Contact organizations listed on Attachment 8 (items #6-11) as directed using the TSC auto dialer telephone or commercial telephone.
  3. IF party does not answer after a reasonable number of rings (eg. 10), THEN proceed to next party.
  4. Upon completion of checklist, attempt to contact bypassed parties. Use other means such as relay through another party if necessary.
  5. Make reasonable effort to answer questions that may be asked and are not on the Part 1 form but do not allow these requests to delay the overall notification process.
- K. Insure TSC status boards are updated to reflect the most current information. Displayed information should be consistent with other Emergency Response Facilities. The communicators on the 4-way hotline should assure this. (The 4-way hotline communicators should be Licensed SROs, if possible.)

- 4.3.6 Announcements over the plant public address system should be made reflecting plant status.
- 4.3.7 The Emergency Director Aide shall explain and discuss Part 1, 2 and 3 forms with the New York State and Oswego County representatives in the EOF. This information should be available from the TSC or EOF. (The Emergency Director Aide will provide this information through all phases of an emergency.)
- 4.3.8 No press releases shall be made prior to completion of initial notifications. Press releases shall only be made by the plant Manager of Communications or other authorized public information representative.
- 4.3.9 No information shall be provided to outside individuals or organizations except as designated by this procedure. Any such callers should be referred to the plant Manager of Communications at 342-3840 extension 6681 or the Joint News Center at 592-3700, as appropriate.
- 4.3.10 Offsite agency contacts shall be transferred to the EOF when the EOF is operational and ready to assume this function. This transfer shall consist of a turnover from the TSC to the EOF Manager.
- 4.4 Emergency Operations Facility Procedure
- 4.4.1 When the EOF is operational, the Emergency Director normally delegates communications responsibilities to the EOF Manager.
- 4.4.2 The Emergency Director shall review and approve all Part 1, 2 and 3 forms (Attachments 1, 2 and 3) prior to transmittal from the EOF.
- 4.4.3 IF the emergency escalates from an NUE to an Alert or higher classification, THEN the Emergency Director should direct Security to reactivate the pagers and, if appropriate, CAN. This is to ensure all facilities are activated.

## 4.4.4 The EOF Manager shall:

- A. Designate a qualified communicator (normally the RECS Communicator) to prepare and transmit Part 1 forms to offsite agencies within 15 minutes of emergency declaration, reclassification, initial PARs or PAR changes. Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30-minute updates are not necessary. IF updates are suspended, THEN a Part 1 form transmittal will be made upon reclassification, PAR changes, significant plant condition change and/or event termination.

**CAUTION**

Verify that the Emergency Director has approved all Part 1 forms prior to transmittal.

- B. IF at any time the RECS telephone is inoperable THEN the EOF Manager should ensure that the problem is reported to the New York State Emergency Management Office in accordance with Attachment 11.
- C. Instruct the designated communicator transmit Part 1 form using the RECS phone.
1. Pick up RECS handset.
  2. Press A then \* on the touch-tone keypad to initiate ring.
  3. Wait approximately 10 seconds. This will allow time for other parties to pick up their phones.
  4. Press button on the underside of handset to talk.
  5. Read Part 1 form introductory announcement and roll call.
  6. When roll call is completed:
    - a. Read "General Information" portion of form. Fill out Line 1 at this time.
  7. Perform final roll call as indicated at bottom of Part 1 form.

8. Sign off by stating "James A. FitzPatrick Nuclear Power Plant out at (date, time)."
9. Hang up the phone.

NOTE: IF the RECS line is out of service, THEN, using backup methods, notify the State first followed by the County, then Nine Mile Point.

10. IF the RECS telephone is inoperable, or if any parties did not respond to roll call, THEN contact these agencies using a regular telephone. Refer to Attachment 5, RECS/NRC Backup Communications Checklist, for phone numbers. (Oswego County Warning Point may be contacted using the EOF radio as a backup if the phone systems are inoperative.)
11. Perform notification updates as required by this procedure.

NOTE: Consider providing a Part 2 form to alleviate off-site organization concerns regarding radiological issues during abnormal releases below Federally Approved Limits (Technical Specifications).

D. IF a release greater than the Technical Specifications has occurred, THEN perform the following:

1. Instruct the Rad Support Coordinator to complete a Part 2 form (Attachment 2). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30-minute updates are not necessary.
2. Instruct the Rad Support Coordinator to provide Oswego County and New York State with actual isotopic mix of the release as soon as it is available.
3. IF requested by the NRC, THEN instruct the Rad Support Coordinator to designate an individual to transmit information via the Health Physics Network (HPN) phone. Refer to Attachment 9, Section 2, for dialing instructions.

- E. Instruct the Technical Liaison to complete a Part 3 form (Attachment 3). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30-minute updates are not necessary.

**CAUTION**

Verify that the Emergency Director has approved all Part 1, 2 and 3 forms prior to transmittal.

- F. Designate an individual to fax completed Part 1, 2 and 3 forms to New York State and Oswego County plus the TSC, JNC and ENN Corporate Offices as required.
- G. IF an ALERT or higher has been declared, THEN ensure that the EOF Communicator is updating the EP Overview Web Page with RECS Part 1 form information, AND county implemented protective actions for the public.
1. IF the County's Nuclear Facility Liaison Officer is present in the EOF, THEN request that individual to provide information to you regarding any county implemented Protective Actions as soon as practical following the county's decision to implement a protective action.
  2. IF the County's representative is not present in the EOF, THEN contact the Oswego County Emergency Operations Center at 591-9150, or through the Entergy representative at the County Emergency Operations Center, AND request that the county provide information to you regarding any county implemented protective actions as soon as practical following the county's decision to implement a protective action.
- H. IF it is determined that monitoring of the ENS phone is necessary, THEN designate a communicator to establish a JAF/EOF ENS phone link in accordance with Attachment 9, Section 2.3. Attachment 6 (NRC Event Notification Worksheet) may be used to record data. (IF the NRC cannot be contacted via the ENS phone, THEN establish a conference call using the alternate commercial phone number listed in Attachment 5.

I. Record the Log Number given by the NRC Headquarters phone talker on the top of the form.

NOTE: Attachment 8 may remain a TSC function if agreed upon by the TSC Manager and EOF Manager.

J. Designate a communicator to complete the TSC/EOF Emergency Notification Checklist, Attachment 8. Relay relevant information from the Part 1 form in accordance with this procedure as follows:

1. Ensure that notifications have been made to organizations listed on Attachment 8, items #1-5.
2. Contact organizations listed on Attachment 8 (items #6-11) as directed using commercial telephone.
3. IF party does not answer after a reasonable number of rings (eg. 10), THEN proceed to next party.
4. Upon completion of checklist, attempt to contact bypassed parties. Use other means such as relay through another party if necessary.
5. Make reasonable effort to answer questions that may be asked and are not on the Part 1 form but do not allow these requests to delay the overall notification process.

K. Ensure EOF status boards are updated to reflect the most current information. Displayed information should be consistent with other Emergency Response Facilities. The communicators on the 4-way hotline should assure this. (The 4-way hotline communicators should be Licensed SROs, if possible.)

4.4.5 Announcements over the EOF public address system should be made reflecting plant status. To access the EOF paging system, dial "5899" using any EOF phone.

- 4.4.6 The Emergency Director Aide shall explain and discuss Part 1, 2 and 3 forms with the New York State and Oswego County representatives in the EOF. This information should be available from the TSC or EOF. (The Emergency Director Aide will provide this information through all phases of an emergency.)
- 4.4.7 No press releases shall be made prior to completion of initial notifications. Press releases shall only be made by the plant Manager of Communications or other authorized public information representative.
- 4.4.8 No information shall be provided to outside individuals or organizations except as designated by this procedure. Any such callers should be referred to the plant Manager of Communications at 342-3840 extension 6681 or the Joint News Center at 592-3700, as appropriate.

## 5.0 ATTACHMENTS

1. PART 1 GENERAL INFORMATION
2. PART 2 RADIOLOGICAL ASSESSMENT DATA
3. PART 3 PLANT PARAMETERS
4. CONTROL ROOM NOTIFICATION CHECKLIST
5. RECS/NRC BACKUP COMMUNICATIONS CHECKLIST
6. NRC EVENT NOTIFICATION WORKSHEET
7. ADDITIONAL TELEPHONE NUMBERS WHICH MAY BE OF USE
8. TSC/EOF EMERGENCY NOTIFICATION CHECKLIST
9. NRC EMERGENCY TELECOMMUNICATIONS SYSTEM (ETS)
10. OPERATION OF RADIO FOR BACKUP COMMUNICATIONS
11. INSTRUCTIONS FOR REPORTING RECS PROBLEMS
12. QUESTIONS TO BE EXPECTED BY NRC DURING EMERGENCIES
13. PART 1 GENERAL INFORMATION (PARTIALLY COMPLETED)
14. CONTROL ROOM NOTIFICATION FLOWCHART
15. CONTROL ROOM NOTIFICATION FLOWCHART FOR USE IN CONTROL ROOM EVACUATION PER AOP-43

JAFNPP FORM EAP-1.1.1 Sequence Number \_\_\_\_\_ Emergency Director Approval: \_\_\_\_\_

New York State PART I Form NOTIFICATION FACT SHEET

This is to report an incident at the James A. FitzPatrick Power Plant. Standby for confirmation. (Conduct roll call to include the following stations:)

GENERAL INFORMATION (Note: O When Checked Indicates change in status)

1. Message transmitted on: (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_ AM PM Via: A. RECS B. Other

2. This is A. NOT An Exercise B. An Exercise

3. Facility Providing Information: D. NMP #1 E. NMP #2 F. FitzPatrick

4. Classification: A. Unusual Event B. Alert C. Site Area Emergency D. General Emergency E. Emergency Terminated F. Recovery G. Transportation Incident

5. This Emergency Classification Declared on: (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_ AM PM

6. Release of Radioactive Materials Due to The Classified Event

A. NO Release B. Release BELOW federally approved operating limits (Technical Specification) C. Release ABOVE federally approved operating limits (Technical Specification) D. Unmonitored release requiring evaluation

7. Protective Action Recommendations: (Circle all that apply)

A. NO Need for Protective Actions Outside The Site Boundary

B. EVACUATE and implement the KI plan for the following ERPAs :: (Circle Appropriate ERPA's)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29

C. SHELTER all remaining ERPAs.

8. EAL Number \_\_\_\_\_ Brief Event \_\_\_\_\_

Description \_\_\_\_\_

9. Plant Status: A. Stable B. Improving C. Degrading D. Hot Shutdown E. Cold Shutdown

10. Reactor Shutdown: A. Not Applicable B. (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_ AM PM

11. Wind Speed: \_\_\_\_\_ / \_\_\_\_\_ Miles/Hour at elevation \_\_\_\_\_ / \_\_\_\_\_ feet. ground/elevated ground/elevated

12. Wind Direction (From): \_\_\_\_\_ / \_\_\_\_\_ degrees at elevation \_\_\_\_\_ / \_\_\_\_\_ feet. ground/elevated ground/elevated

13. Stability Class (Pasquill): ground A B C D E F G elevated A B C D E F G

14. Reported By: Name \_\_\_\_\_ Phone Number (315)- \_\_\_\_\_

(Name of Agency), did you copy?

New York State Warning Point Oswego County Warning Point Nine Mile Point Unit #1 Nine Mile Point Unit #2 James A. FitzPatrick Nuclear Power Plant out at (date, time)

JAFNPP

■ Outgoing from FitzPatrick

Sequence Number \_\_\_\_\_ Emergency Director Approval: \_\_\_\_\_

New York State **PART 2** Form **RADIOLOGICAL FACT SHEET**  
 Radiological Assessment Data (Use 24 hour clock for times)

15. Message transmitted at (Date) \_\_\_\_\_ (Time) \_\_\_\_\_

Facility Transmitted From: **FitzPatrick** at location \_\_\_\_\_

16. General Release Information:

A. Release > Tech Specs started: Date \_\_\_\_\_ Time \_\_\_\_\_

B. Release > Tech Specs expected to end: Date \_\_\_\_\_ Time \_\_\_\_\_ or unknown Intermittent

C. Release > Tech Specs ended: Date \_\_\_\_\_ Time \_\_\_\_\_

D. Reactor Shutdown: N/A or Date \_\_\_\_\_ Time \_\_\_\_\_

E. Wind Speed: \_\_\_\_\_ / \_\_\_\_\_ Miles/Hour at elevation \_\_\_\_\_ / \_\_\_\_\_ feet.  
 ground/elevated ground/elevated

F. Wind Direction (From): \_\_\_\_\_ / \_\_\_\_\_ degrees at elevation \_\_\_\_\_ / \_\_\_\_\_ feet.  
 ground/elevated ground/elevated

G. Stability Class (Pasquill): ground A B C D E F G elevated A B C D E F G

17. Atmospheric Release Information

A. Release from:  Ground  Elevated D. Noble Gas Release Rate \_\_\_\_\_ Ci/sec

B. Iodine/Noble Gas Ratio \_\_\_\_\_ E. Iodine Release Rate \_\_\_\_\_ Ci/sec

C. Total Release Rate \_\_\_\_\_ Ci/sec F. Particulate Release Rate \_\_\_\_\_ Ci/sec

18. Waterborne Release Information

A. Volume of Release \_\_\_\_\_ gallons or liters C. Radionuclides in Release \_\_\_\_\_ (or attach)

B. Total Concentration \_\_\_\_\_ µCi/ml D. Total Activity Released \_\_\_\_\_

19. Dose Calculations (based on an assumed release duration of \_\_\_\_\_ hours)

Calculation based on (circle one)

A. Inplant Measurements B. Field Measurements C. Assumed Source Term

Table below applies to (circle one) A. Atmospheric Release B. Waterborne Release

DISTANCE	DOSE	
	TEDE (rem)	CDE - Child Thyroid (rem)
Site Boundary		
2 Miles		
5 Miles		
10 Miles		
Miles		

20. Field Measurements at Dose Rates or Surface Contamination/Deposition

Mile/Sector OR Mile/Degrees	Location OR Sampling Point	Time at Reading	Dose Rate OR Contamination (include Units)

JAFNPP

■ Outgoing from FitzPatrick

Sequence Number \_\_\_\_\_ Emergency Director Approval: \_\_\_\_\_

New York State **PART 3** Form **PLANT PARAMETERS**

APRM REACTOR POWER	_____	%
IRM REACTOR POWER	_____	%
SRM REACTOR POWER	_____	CPS
RPV LEVEL	_____	Inch TAF
RPV PRESS	_____	PSIG
FEEDWATER FLOW	_____	MLB/HR
HPCI PUMP FLOW	_____	GPM
RCIC PUMP FLOW	_____	GPM
LPCI A FLOW	_____	GPM
LPCI B FLOW	_____	GPM
"A" CORESPRAY FLOW	_____	GPM
"B" CORESPRAY FLOW	_____	GPM
DRYWELL PRESSURE	_____	PSIG
DRYWELL TEMPERATURE	_____	Deg F
DRYWELL SUMP LEVEL	_____	Feet
DRYWELL H2 CONC	_____	%
DRYWELL O2 CONC	_____	%
TORUS WATER AVG TMP	_____	Deg F
TORUS WATER LEVEL	_____	Feet
CST LEVEL	_____	Inch
STACK GAS RAD	_____	μCi/s
STACK HI RANGE RAD	_____	Ci/s
RX BLDG VENT RAD	_____	μCi/s
REFUEL FLR VENT RAD	_____	μCi/s
DRYWELL RAD Monitor	_____	R/Hr
HIGHEST MSL RAD MON	_____	mR/Hr
TB BLDG VENT RAD	_____	μCi/s
TB BLD HI RANGE RAD	_____	Ci/s
RW BLDG VENT RAD	_____	μCi/s
RW BLD HI RANGE RAD	_____	Ci/s
OFFGAS RAD	_____	mR/Hr
SERVICE WATER RAD	_____	μCi/ml

Verify that the following notifications have been made:

- 1. New York State Warning Point  RECS  Other \_\_\_\_\_  
(Ref. Attachment 5)
- 2. Oswego County Warning Point  RECS  Other \_\_\_\_\_  
(Ref. Attachment 5)
- 3. Nine Mile Point Unit #1  RECS  Other \_\_\_\_\_  
(Ref. Attachment 5)
- 4. Nine Mile Point Unit #2  RECS  Other \_\_\_\_\_  
(Ref. Attachment 5)
- 5. NRC Operations Center  ENS  Other \_\_\_\_\_  
(Ref. Attachment 5)
- 6. NRC Resident Inspector  Phone  Pager  
(Ref. Attachment 14)
- 7. Security Call-outs of Plant  Completed  Not Required  
Staff using procedure EAP-17,  
EMERGENCY ORGANIZATION STAFFING,  
if call-outs are required.
- 8. IF Pagers have **NOT** been activated  
per Step 7 above, **THEN** notify:  
  
Recovery Support Group Manager (RSGM)  Completed  Not Required  
Pager No. 1-800-759-8888, PIN: 1170881  
(If pagers were not  
activated ensure RSGM  
is notified.)  
  
To Activate RSGM Pager:  
  - From any phone dial 1-800-759-8888
  - Follow prompt: then enter PIN-1170881 followed by (#).
  - After you hear the quick tones enter the telephone number you want the RSGM  
to call you back on, including the area code (315-XXX-XXXX) followed by (#).
  - Hang up.

Time \_\_\_\_\_

Communicator  
Signature \_\_\_\_\_

Date \_\_\_\_\_

1) \_\_\_\_\_ / \_\_\_\_\_  
(Name of Person Contacted)/(Notification Time)

New York State Warning Point  
  
NYSWP  
(State Emergency Management Office)  
518/457-2200

2) \_\_\_\_\_ / \_\_\_\_\_

Oswego County Warning Point  
  
(Oswego County Emergency Management Office)  
(Name of Person Contacted)/  
(Notification Time)  
Normal Duty Hours  
(0830 - 1630) Mon - Fri  
315/591-9150 or  
315/591-9189  
  
(Oswego County E-911)  
Non-Duty Hours  
911

3) \_\_\_\_\_ / \_\_\_\_\_  
(Name of Person Contacted)/(Notification Time)

Nine Mile Point Nuclear Power Station, Control Room  
  
NMPNPS Unit #1 CR  
349-2841 or  
349-2842 or  
349-2843

NOTE: Manned 24 hours a day.

\_\_\_\_\_ / \_\_\_\_\_  
(Name of Person Contacted)/(Notification Time)

NMPNPS Unit #2 CR  
349-2168 or  
349-2169  
349-2170

NOTE: Manned 24 hours a day.

4) \_\_\_\_\_ / \_\_\_\_\_  
(Name of Person Contacted)/(Notification Time)

NRC Operations Center  
primary: 301-816-5100  
backup: 301-951-0550

NOTE: Manned 24 hours a day.

Time \_\_\_\_\_

Communicator  
Signature \_\_\_\_\_

Date \_\_\_\_\_

NRC EVENT NOTIFICATION WORKSHEET

NRC FORM 361 (12-2000)		<b>REACTOR PLANT EVENT NOTIFICATION WORKSHEET</b>		U.S. NUCLEAR REGULATORY COMMISSION OPERATIONS CENTER (Get this from NRC)	
NRC OPERATION TELEPHONE NUMBER: PRIMARY - 301-816-5100 or 800-532-3469*, BACKUPS - [1st] 301-951-0550 or 800-449-3694*, [2nd] 301-415-0550 and [3rd] 301-415-0553 <small>*Licensees who maintain their own ETS are provided these telephone numbers.</small>					
NOTIFICATION TIME	FACILITY OR ORGANIZATION	UNIT	NAME OF CALLER	CALL BACK #	
EVENT TIME & ZONE <b>EASTERN</b>	EVENT DATE	POWER/MODE BEFORE		POWER/MODE AFTER	
<b>EVENT CLASSIFICATIONS</b>		<b>1-Hr. Non-Emergency 10 CFR 50.72(b)(1)</b>		(v)(A) Safe S/D Capability	AINA
GENERAL EMERGENCY	GEN/AEC	TS Deviation	ADEV	(v)(B) RHR Capability	AINB
SITE AREA EMERGENCY	SIT/AEC	<b>4-Hr. Non-Emergency 10 CFR 50.72(b)(2)</b>		(v)(C) Control of Rad Release	AINC
ALERT	ALE/AEC	(i) TS Required S/D	ASHU	(v)(D) Accident Mitigation	AIND
UNUSUAL EVENT	UNU/AEC	(iv)(A) ECCS Discharge to RCS	ACCS	(xii) Offsite Medical	AMED
50.72 NON-EMERGENCY (see next column)		(iv)(B) RPS Actuation (scram)	ARPS	(xiii) Loss Comm/Asmt/Resp	ACOM
PHYSICAL SECURITY (73.71)	DDDD	(x) Offsite Notification	APRE	<b>60-Day Optional 10 CFR 50.73(a)(1)</b>	
MATERIAL/EXPOSURE	B777	<b>8-Hr. Non-Emergency 10 CFR 50.72(b)(3)</b>		Invalid Specified System Actuation	AINV
FITNESS FOR DUTY	HFTT	(ii)(A) Degraded Condition	ADEG	<b>Other Unspecified Requirement (Identify)</b>	
OTHER UNSPECIFIED REQMT. (see last column)		(ii)(B) Unanalyzed Condition	AUNA		NONR
INFORMATION ONLY	NNF	(iv)(A) Specified System Actuation	AESF		NONR

**DESCRIPTION**

Include: Systems affected, actuations and their initiating signals, causes, effect of event on plant, actions taken or planned, etc. (Continue on back)

NOTIFICATIONS	YES	NO	WILL BE	ANYTHING UNUSUAL OR NOT UNDERSTOOD?	<input type="checkbox"/> YES (Explain above)	<input type="checkbox"/> NO
NRC RESIDENT						
STATE(s)				DID ALL SYSTEMS FUNCTION AS REQUIRED?	<input type="checkbox"/> YES	<input type="checkbox"/> NO (Explain above)
LOCAL						
OTHER GOV AGENCIES				MODE OF OPERATION UNTIL CORRECTED	ESTIMATED RESTART DATE	ADDITIONAL INFO ON BACK
MEDIA/PRESS RELEASE						<input type="checkbox"/> YES <input type="checkbox"/> NO

**NRC EVENT NOTIFICATION WORKSHEET**

ADDITIONAL INFORMATION

<b>RADIOLOGICAL RELEASES: CHECK OR FILL IN APPLICABLE ITEMS. (specific details/explanations should be covered in event description)</b>						
<input type="checkbox"/> LIQUID RELEASE	<input type="checkbox"/> GASEOUS RELEASE	<input type="checkbox"/> UNPLANNED RELEASE	<input type="checkbox"/> PLANNED RELEASE	<input type="checkbox"/> ONGOING	<input type="checkbox"/> TERMINATED	
<input type="checkbox"/> MONITORED	<input type="checkbox"/> UNMONITORED	<input type="checkbox"/> OFFSITE RELEASE	<input type="checkbox"/> T. S. EXCEEDED	<input type="checkbox"/> RM ALARMS	<input type="checkbox"/> AREAS EVACUATED	
<input type="checkbox"/> PERSONNEL EXPOSED OR CONTAMINATED		<input type="checkbox"/> OFFSITE PROTECTIVE ACTIONS RECOMMENDED		*State release path in description		
	Release Rate (Ci/sec)	% T. S. LIMIT	HOO GUIDE	Total Activity (Ci)	% T. S. LIMIT	HOO GUIDE
Noble Gas			0.1 Ci/sec			1000 Ci
Iodine			10 uCi/sec			0.01 Ci
Particulate			1 uCi/sec			1 mCi
Liquid (excluding tritium and dissolved noble gases)			10 uCi/min			0.1 Ci
Liquid (tritium)			0.2 Ci/min			5 Ci
Total Activity						
	PLANT STACK	CONDENSER/AIR EJECTOR	MAIN STEAM LINE	SG BLOWDOWN	OTHER	
RAD MONITOR READINGS						
ALARM SETPOINTS						
% T. S. LIMIT (if applicable)						
<b>RCS OR SG TUBE LEAKS: CHECK OR FILL IN APPLICABLE ITEMS: (specific details/explanations should be covered in event description)</b>						
LOCATION OF THE LEAK (e.g., SG #, valve, pipe, etc.)						
LEAK RATE	UNITS: gpm/gpd	T. S. LIMITS	SUDDEN OR LONG-TERM DEVELOPMENT			
LEAK START DATE	TIME	COOLANT ACTIVITY AND UNITS:	PRIMARY	SECONDARY		
LIST OF SAFETY RELATED EQUIPMENT NOT OPERATIONAL						
EVENT DESCRIPTION (Continued from front)						

Agency/Individual	Telephone Number	Agency/Individual	Telephone Number
American Nuclear Insurers	860/561-3433	Niagara Mohawk Customer Service. NMP-1 Control Room. NMP-2 Control Room.....	315/343-0162 315/349-2841 315/349-2168
Dr. David O'Brien Home Office	315/343-4348 315/343-2484	Oswego County Emergency Management Office	315/591-9150
EA Engineering, Science and Technology Dr. Steven Jinks	914/565-8100	Oswego County Sheriff R. Todd	315/343-5490
Emergency Operations Facility.	315/593-5700	Oswego Hospital Administrator Corte J. Spencer.	315/349-5520
Emergency Preparedness Manager Nicholas Avrakotos (home). Pete Cullinan (home) Jay Rogers (home)	Ext. 6773 315/342-5257 315/343-1138 315/963-8535	Radiation Management Consultants, Inc Emergency 24 Hours Primary	215/243-2990 215/824-1300
Energy Information Center	315/342-4117	Radiation Safety Officer Dr. C.C. Chamberlain	315/464-6510
INPO Emergency Response Duty Officer	800/321-0614	R.E. Ginna NPP	716/546-2700 315/524-4446
JAF Manager of Communications Bonnie Bostian (home)	Ext. 6681 315/343-7592	University Hospital at Syracuse VP Hospital Affairs Thomas J. Campbell	315/464-4240
JAF Training Center Accountability Officer	ext. 6410 or 6495	U.S. Coast Guard - Buffalo	716/843-9500 or 716/843-9525
JAF Joint News Center	592-3700	U.S. Coast Guard - Oswego	315/343-1551
National Center for Earthquake Engineering Research	716/645-3391	U.S. Department of Energy Rad Assistance Program	631/282-2200
National Weather Service	315/455-1214	U.S. NRC Resident Inspector Office Plant Extension Office Outside Line Cell phone	6667 315/342-4907 or 315/342-4908 484-868-1487
Recovery Support Group Manager Beeper Dial 1-800-759-8888, wait for prompt, then: enter pin 1170881 followed by (#). After you hear the quick tones enter the telephone number you want the RSGM to call you back at: 315-xxx-xxxx followed by (#). Then hang up.		Doug Dempsey (home) Cell Phone Number  Len Cline (home) Cell Phone Number	315/342-6985 1-484-868-2197  315/635-0101 1-484-868-1487
WPO Public Relations Laurence Gottlieb	(914) 272-3360 (Office) (877) 681-9682 (Pager) (914) 747-3836 (Home)	U.S. NRC Operations Center Fax	301/816-5151
New York State Bureau of Radiation Control Director Dr. Ramawi	518/402-7550	U.S. NRC Emergency Telecommunications System	(Please Refer to Attachment 9)
New York State Emergency Management Office James Baranski Division of Military & Naval	518/457-8916 518/786-4500	Entergy Risk Assessment Hugh Castles	Home Phone 985-645-0389 Cell Phone 985-290-2471 Work Phone 504-576-2222

TSC/EOF EMERGENCY NOTIFICATION CHECKLIST

- 1) New York State, Oswego County and Nine Mile Point have been contacted in accordance with Sections 4.3.5.A and 4.3.5.B of this procedure.  RECS  Other \_\_\_\_\_
- 
- 2) NRC has been contacted in accordance with Section 4.3.5.F and 4.3.5.G of this procedure.  ENS  Other \_\_\_\_\_
- 
- 3) Security call-outs of plant staff have been completed using procedure EAP-17, EMERGENCY ORGANIZATION STAFFING, if call-outs are required.  Completed  Not Required

**NOTE:** A current revision of EAP-17, Emergency Plan On-Call Employee Call-out is posted at the Security SAS desk. During off-hours, contact Security to verify that the notifications have been made.

- 
- 4) WPO Recovery Support Group Manager has been contacted via EAP-17, Attachment 3.  Completed
- 
- 5) Notify Marcy Energy Control Center (ECC). dial (315)797-8271 OR (315) 792-8225.  Completed

- 
- 6) \_\_\_\_\_/\_\_\_\_\_  
(Name of Person Contacted)/(Notification Time) INPO (Institute of Nuclear Power Operations) Emergency Response  
Duty Officer  
800/321-0614
- NOTE:** DO NOT NOTIFY FOR AN UNUSUAL EVENT.

- 
- 7) \_\_\_\_\_/\_\_\_\_\_  
(Name of Person Contacted)/(Notification Time) Department of Energy Radiological Assistance Program  
516/282-2200

**NOTE:** DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE EMERGENCY PLANT MANAGER

**Message:** Give details as presented on initial and follow-up notification forms. Request assistance if needed and directed by Emergency Plant Manager.

8) \_\_\_\_\_/\_\_\_\_\_  
 (Name of Person Contacted)/(Notification Time) Oswego County Sheriff  
315/343-5490  
 or radio

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a \_\_\_\_\_ (state class of emergency). Please assign deputies to block off the site at the east and west boundaries on Lake Road to keep all unauthorized personnel out.

9) \_\_\_\_\_/\_\_\_\_\_  
 (Name of Person Contacted)/(Notification Time) General Electric  
 Richard Rossi- Account Manager  
 (630) 573-3930 (work)  
 (630) 585-5945 (home)  
 (888) 378-8190 (beeper)

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a \_\_\_\_\_ (state class of emergency). This is \_\_\_\_\_ (name), at phone number 315/\_\_\_\_\_, Extension \_\_\_\_\_ (one being used). Give a summary of the situation and request assistance, if necessary.

BWR Emergency Support Program  
408/971-1038

10) \_\_\_\_\_/\_\_\_\_\_  
 (Name of Person Contacted)/(Notification Time) American Nuclear Insurers  
860/561-3433

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a \_\_\_\_\_ (state class of emergency). This is \_\_\_\_\_ (name), at phone number 315/\_\_\_\_\_, Extension \_\_\_\_\_ (one being used). Give a summary of the situation and request assistance, if necessary.

11) \_\_\_\_\_/\_\_\_\_\_  
 (Name of Person Contacted)/(Notification Time) Radiation Management Consultants  
215/824-1300  
215/243-2990

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a \_\_\_\_\_ (state class of emergency). This is \_\_\_\_\_ (name), at phone number 315/\_\_\_\_\_, Extension \_\_\_\_\_ (one being used). Give a summary of the situation and request assistance, if necessary.

1.0 The NRC Emergency Telecommunications System (ETS) is part of the Federal Telecommunications System (FTS)

1.1 The ETS at the JAFNPP site consists of the following circuits:

*JAF SITE / Scriba (Verizon)*

<i>NRC Circuit Designation</i>	<i>Local ETS No.</i>	<i>Old AT&amp;T No.</i>	<i>Old Verizon No.</i>	<i>New MCI No.</i>	<i>New Verizon No.</i>	<i>Location</i>
Emergency Notification System (ENS)	700-371-5321	KBLJ957178	36LGHS154309 NY	VABD9YJN0001	36.LHGS.59242 3..NY	TSC NRC Communicator/CR/SAS
Health Physics Network (HPN)	700-371-6773	KBLJ955405	36LGHS153554 NY	VABD99DG0001	36.LHGS.59241 3..NY	TSC RSC Desk
Reactor Safety Counterpart Link (RSCL)	700-371-5319	KBLJ957177	36LGHS154308 NY	VABD9Y280001	36.LHGS.59242 2..NY	TSC NRC Office
Protective Measures Counterpart Link (PMCL)	700-371-5322	KBLJ957175	36LGHS154306 NY	VABD9CT80001	36.LHGS.59242 5..NY	TSC NRC Office
Emergency Response Data System (ERDS)	700-371-6270	KBLJ955423	36LGHS153574 NY	VABD98VC0001	36.LHGS.59241 4..NY	TSC MDAS Room

1.2 The ETS at the EOF consists of the following circuits:

*EOF / Volney (Alltel)*

<i>NRC Circuit Designation</i>	<i>Local ETS No.</i>	<i>Old AT&amp;T No.</i>	<i>Old Alltel No.</i>	<i>New MCI No.</i>	<i>New Alltel No.</i>	<i>Location</i>
Emergency Notification System (ENS)	700-371-0064	KBLJ957676	36LGHS154379 NY	VABFL39C0001	36LHGS592544 NY	Fed & Comm Rms
Health Physics Network (HPN)	700-371-6299	KBLJ955406	36LGHS153702 NY	VABFL4CX0001	36LHGS592552 NY	Fed & Dose Assmt Rms
Reactor Safety Counterpart Link (RSCL)	700-371-0063	KBLJ957678	36LGHS154383 NY	VABFL3960001	36LHGS592543 NY	Federal Room & Main Floor
Protective Measures Counterpart Link (PMCL)	700-371-0062	KBLJ957675	36LGHS154381 NY	VABFL3790001	36LHGS592545 NY	Federal Room & Main Floor
Management Counterpart Link (MCL)	700-371-0060	KBLJ957673	36LGHS154382 NY	VABFL4F00001	36LHGS592548 NY	Federal Room & Main Floor
Local Area Network Access (LAN)	700-371-0061	KBLJ957674	36LGHS154380 NY	VABFL3610001	36LHGS592538 NY	Federal Room & Main Floor
Spare	700-371-0065	N/A	N/A	VABFL4D30001	36LHGS592546 NY	Communications Room

2.0 Instructions for Operating ETS Phones

2.1 Lift the receiver on the telephone instrument and listen for dial tone.

2.2 After receiving dial tone, dial first number listed on the colored sticker located on the telephone instrument using all ten (11) digits. (Telephone numbers to NRC Operations Center are also located in procedure EAP-1.1 on Attachment 5, Item 4.) If the first number is busy, proceed on with the second, etc.

2.3 A conference call connecting JAF and EOF ENS phones may be initiated by calling the NRC Operations Center as above.

3.0 Instructions for Reporting ETS Problems

3.1 Initiate repairs by reporting problems to the NRC Operations Center at one of the following numbers:

3.1.1 Using ETS Network or commercial line

1-301-816-5100

1-301-951-0550

## 4.0 Essential Emergency Communication Functions

- 4.1 Emergency Notification System (ENS) - Initial notification by the licensee, as well as ongoing information on plant systems, status and parameters.
- 4.2 Health Physics Network (HPN) - Communication with the licensee on radiological conditions (in-plant and offsite) and meteorological conditions as well as their assessment of trends and need for protective measures onsite and offsite.
- 4.3 Reactor Safety Counterpart Link (RSCL) - Established initially with the base team and then with the NRC site team, representatives once they arrive at the site, to conduct internal NRC discussions on plant and equipment conditions separate from the licensee, and without interfering with the exchange of information between the licensee and NRC. This is the channel by which the NRC Operations Center supports NRC reactor safety personnel at the site. In addition, this link may also be used for discussion between the Reactor Safety Team Director and licensee plant management at the site.
- 4.4 Protective Measures Counterpart Link (PMCL) - Established initially with the base team, and then with the NRC site team representatives once they arrive at the site, to conduct internal NRC discussions on radiological releases and meteorological conditions, and the need for protective actions separate from the licensee and without interfering with the exchange of information between the licensee and NRC. This is the channel by which the NRC Operations Center support NRC protective measures personnel at the site. In addition, this link may also be used for discussion between the Protective Measures Team Director and licensee plant management at the site.
- 4.5 Emergency Response Data System (ERDS) Channel - This is the channel over which the raw reactor parametric data is transmitted from the site.
- 4.6 Management Counterpart Link (MCL) - Established for any internal discussions between the Executive Team Director or Executive Team members and the NRC Director of Site Operations or top level licensee management at the site.
- 4.7 Local Area Network (LAN) Access - Established with the base team and the NRC site team for access to any of the product or services provided on the NRC Operations Center's local area network. This includes technical projections, press releases, status reports, E-Mail, and various computerized analytical tools.

OPERATION OF RADIO FOR BACKUP COMMUNICATIONS AND  
BACKUP PHONE INFORMATION

Page 1 of 1

Instructions for Contacting Oswego County Using Radio

1. Turn radio on (adjust volume control).
2. Select Channel 1.
3. Select "P/L B" or "Sheriff" or "911" (light should be next to "P/L B" or "Sheriff" or "911" - push button if necessary)
4. Push transmit on microphone or inside handset to transmit and release to receive.

Backup Phone Information

Handset Location	Telephone Equipment Location	Phone Number
TSC cellular near RECS phone operator	TSC outer office #1	315-591-0473
TSC satellite * near EPM Desk	TSC outer office #3	800-988-7278
TSC cellular at EPM's desk	TSC outer office #4	315-591-0479
TSC cellular near Radio Dispatcher	TSC outer office #2	315-591-0476
CR cellular Shift Manager's office	TSC outer office #3	315-591-0482
OSC cellular OSC Manager's desk	TSC outer office #2	315-593-4757

- \* When making calls to 315 area code (including Oswego) dial 1-315 prior to entering 7 digit number.

INSTRUCTIONS FOR REPORTING RECS PROBLEMS

Page 1 of 1

Call New York State Warning Point at (518) 457-2200 and give the following information.

Location of RECS phone

Applicable circuit numbers:

Syracuse/Oswego phones 36LCGS606351  
Albany phones 34LCGS606365  
Syracuse to Albany circuit DWEC041851

Trouble description

Your name and telephone contact number

1. Is there any change to the classification of the event? If so, what is the reason?
2. What is the ongoing/imminent damage to the facility, including affected equipment and safety features?
3. Have toxic or radiological releases occurred or been projected, including changes in the release rate? If so, what is the projected onsite and offsite release, and what is the basis of assessment?
4. What are the health effect/consequences to onsite/offsite people? How many onsite/offsite people are/will be affected and to what extent?
5. Is the event under control? When was control established, or what is the planned action to bring the event under control? What is the mitigative action underway or planned?
6. What on site protective measures have been taken or planned?
7. What offsite protective actions have been recommended to State/local officials?
8. What is the status of State/local/other Federal agencies' responses, if known?
9. If applicable, what is the status of public information activities, such as alarm, broadcast, or press releases (regulate/State/local/other Federal agencies)? Has a Joint Information Center been activated?

PART 1 GENERAL INFORMATION (PARTIALLY COMPLETED)

JAFNPP FORM EAP-1.1.1 [ ] Outgoing from FitzPatrick [ ] Incoming from Nine Mile Point Nuclear Site
Sequence Number \_\_\_\_\_ Emergency Director Approval: \_\_\_\_\_

New York State PART I Form NOTIFICATION FACT SHEET

"This is to report an incident at the James A. FitzPatrick Power Plant. Standby for confirmation." (Conduct roll call to include the following stations:) [ ] New York State Warning Point [ ] Oswego County Warning Point [ ] Nine Mile Point Unit #1 [ ] Nine Mile Point Unit #2
Upon completion of roll call provide information as outlined below.

GENERAL INFORMATION (Note: O When Checked Indicates change in status)

[X] 1. Message transmitted on: (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_ [ ] AM [ ] PM Vis: A. RECS B. Other

[ ] 2. This Is [X] A. NOT An Exercise [ ] B. An Exercise

[ ] 3. Facility Providing Information: [ ] D. NMP #1 [ ] E. NMP #2 [X] F. FitzPatrick

[ ] 4. Classification: [ ] A. Unusual Event [X] B. Alert [ ] C. Site Area Emergency [ ] D. General Emergency
[ ] E. Emergency Terminated [ ] F. Recovery [ ] G. Transportation Incident

[ ] 5. This Emergency Classification Declared on: (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_ [ ] AM [ ] PM

[ ] 6. Release of Radioactive Materials Due to The Classified Event:

[X] A. NO Release

[ ] B. Release BELOW federally approved operating limits (Technical Specification)
[ ] To Atmosphere [ ] To Water

[ ] C. Release ABOVE federally approved operating limits (Technical Specification)
[ ] To Atmosphere [ ] To Water

[ ] D. Unmonitored release requiring evaluation

[ ] 7. Protective Action Recommendations: (Circle all that apply)

[X] A. NO Need for Protective Actions Outside The Site Boundary

[ ] B. EVACUATE and implement the KI plan for the following ERPA's: (Circle Appropriate ERPA's)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29

[ ] C. SHELTER all remaining ERPA's.

[ ] 8. EAL Number 7.2.2 Brief Event Description Control Room evacuation per AOP-43, "Shutdown from Outside the Control Room", Emergency Plant Manager is establishing control of reactor from remote shutdown panels

[ ] 9. Plant Status: [ ] A. Stable [ ] B. Improving [X] C. Degrading [ ] D. Hot Shutdown [ ] E. Cold Shutdown

[ ] 10. Reactor Shutdown: [X] A. Not Applicable [ ] B. (Date) \_\_\_\_\_ at (Time) \_\_\_\_\_ [ ] AM [ ] PM

[ ] 11. Wind Speed: \_\_\_\_\_ / \_\_\_\_\_ Miles/Hour at elevation \_\_\_\_\_ / \_\_\_\_\_ feet.
ground/elevated ground/elevated

[ ] 12. Wind Direction (From): \_\_\_\_\_ / \_\_\_\_\_ degrees at elevation \_\_\_\_\_ / \_\_\_\_\_ feet.
ground/elevated ground/elevated

[ ] 13. Stability Class (Pasquill): ground A B C D E F G elevated A B C D E F G

[ ] 14. Reported By: Name \_\_\_\_\_ Phone Number (315)- \_\_\_\_\_

\*(Name of Agency), did you copy?\*

[ ] New York State Warning Point [ ] Oswego County Warning Point [ ] Nine Mile Point Unit #1 [ ] Nine Mile Point Unit #2
"James A. FitzPatrick Nuclear Power Plant out at (date, time)"

NRC FORM 361 (12-2000)	<b>REACTOR PLANT EVENT NOTIFICATION WORKSHEET</b>	U.S. NUCLEAR REGULATORY COMMISSION OPERATIONS CENTER
		EN # <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span> (Get this from NRC)

NRC OPERATION TELEPHONE NUMBER: PRIMARY -- 301-816-5100 or 800-532-3469\*, BACKUPS -- [1st] 301-951-0550 or 800-449-3694\*, [2nd] 301-415-0550 and [3rd] 301-415-0553  
 \*Licensees who maintain their own ETS are provided these telephone numbers.

NOTIFICATION TIME	FACILITY OR ORGANIZATION <b>James A. FitzPatrick</b>	UNIT <b>1</b>	NAME OF CALLER	CALL BACK #
-------------------	---	------------------	----------------	-------------

EVENT TIME & ZONE <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span> Eastern	EVENT DATE <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>	POWERMODE BEFORE <b>[SM]</b>	POWERMODE AFTER <b>[SM]</b>
---	--	---------------------------------	--------------------------------

EVENT CLASSIFICATIONS		1-Hr. Non-Emergency 10 CFR 50.72(b)(1)	(v)(A) Safe S/D Capability	AINA
GENERAL EMERGENCY	GEN/AAEC	TS Deviation	ADEV	AINB
SITE AREA EMERGENCY	SIT/AAEC	4-Hr. Non-Emergency 10 CFR 50.72(b)(2)	(v)(C) Control of Rad Release	AINC
<input checked="" type="checkbox"/> ALERT	ALE/AAEC	(i) TS Required S/D	ASHU	AIND
UNUSUAL EVENT	UNU/AAEC	(iv)(A) ECCS Discharge to RCS	ACCS	AMED
50.72 NON-EMERGENCY (see next columns)		(iv)(B) RPS Actuation (scram)	ARPS	ACOM
PHYSICAL SECURITY (73.71)	DDDD	(v) Offsite Notification	APRE	60-Day Optional 10 CFR 50.73(a)(1)
MATERIAL/EXPOSURE	B???	8-Hr. Non-Emergency 10 CFR 50.72(b)(3)	Invalid Specified System Actuation	AINV
FITNESS FOR DUTY	HFTT	(ii)(A) Degraded Condition	ADEG	Other Unspecified Requirement (Identify)
OTHER UNSPECIFIED REQMT. (see last column)		(ii)(B) Unanalyzed Condition	ALUNA	NONR
INFORMATION ONLY	NNF	(iv)(A) Specified System Actuation	AESF	NONR

**DESCRIPTION**

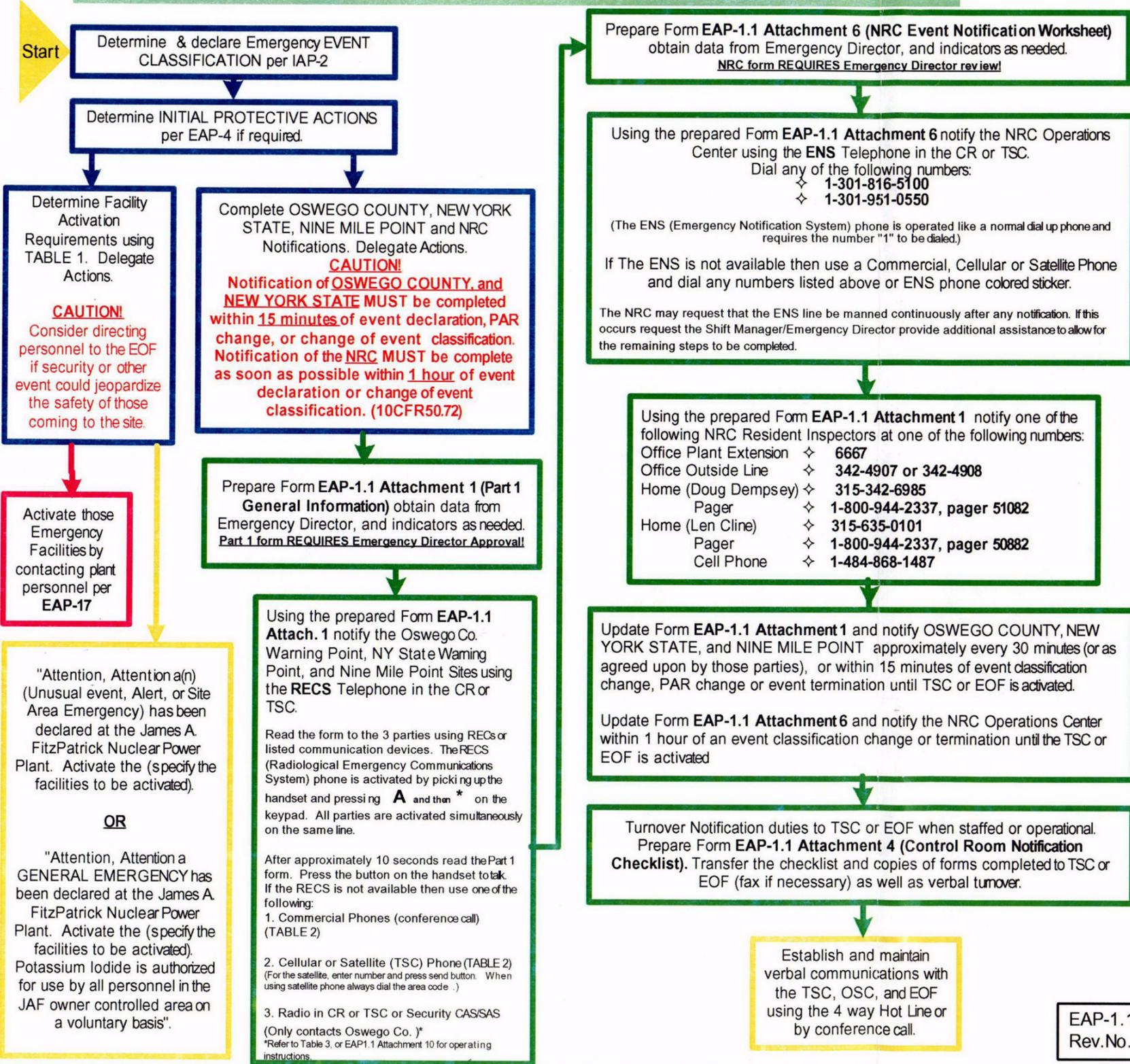
Include: Systems affected, actuations and their initiating signals, causes, effect of event on plant, actions taken or planned, etc. (Continue on back)

The control room is being evacuated. The reactor is being shut down from outside the control room per AOP-43.

ALERT declared per EAL-7.2.2

NOTIFICATIONS	YES	NO	WILL BE	ANYTHING UNUSUAL OR NOT UNDERSTOOD? <input type="checkbox"/> YES (Explain above) <input type="checkbox"/> NO <b>[SM]</b>
NRC RESIDENT			<input checked="" type="checkbox"/>	
STATE(s)	<input checked="" type="checkbox"/>			DID ALL SYSTEMS FUNCTION AS REQUIRED? <input type="checkbox"/> YES <input type="checkbox"/> NO (Explain above) <b>[SM]</b>
LOCAL	<input checked="" type="checkbox"/>			
OTHER GOV AGENCIES		<input checked="" type="checkbox"/>		MODE OF OPERATION UNTIL CORRECTED: <b>4</b> ESTIMATED RESTART DATE: <b>N/A</b> ADDITIONAL INFO ON BACK <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
MEDIA/PRESS RELEASE			<input checked="" type="checkbox"/>	

# ATTACHMENT 14 CONTROL ROOM NOTIFICATION FLOWCHART



**RESPONSIBILITY MATRIX (Typical)**  
Color surrounding step indicates responsible individual

■	Shift Manager/Emergency Director
■	Control Room Communications Aide
■	Operator
■	Security Officer

**TABLE 1 FACILITY ACTIVATION REQUIREMENTS**

Facility	Unusual Event (0700-1530)	Unusual Event After 1530, Weekends, Holidays	Alert	Site Area Emergency	General Emergency
TSC	ED Decides	X [ 1 ]	X	X	X
OSC	ED Decides	X [ 1 ]	X	X	X
EOF	ED Decides	ED Decides	X	X	X
JNC	ED Decides	ED Decides	X	X	X

[ 1 ] TSC and OSC must be activated at the Unusual Event classification during off hours UNLESS the ED is confident that the emergency will not escalate.

**TABLE 2 AGENCY PHONE NUMBERS**

	New York State Warning Point	Oswego County Warning Point	Nine Mile Point Sites
08:30 to 16:30 M-F	NY State Emergency Management Office @518-457-2200	Emergency Mgmt. Office @ 315-591-9189 or 315-591-9150	Unit 1 @ 315-349-2841 or 315-349-2842 or 315-349-2843 Unit 2 @ 315-349-2168 or 315-349-2169 or 315-349-2170
Off Hours		E911 Center @911 or 315-343-1313	

Conference call instructions: 1. Place first call 2. Press switch hook (or flash button) 3. Get dial tone 4. Place 2nd call 5. Press switch hook

**TABLE 3 OPERATION OF RADIO**

**USE OF MOTOROLA RADIO (FOR CONTACTING OSWEGO COUNTY)**

- Use radio in either the CR, TSC, CAS or SAS.
- Turn Radio on if needed.
- Adjust volume control as needed.
- Select Channel 1
- Select "P/L B" or "Sheriff" or "911" (light should be next to P/L B or sheriff or 911- push button if necessary).
- Push Transmit on microphone to transmit and release to receive.
- Inform the Sheriff that normal offsite communications are unavailable.
- Provide the information from EAP-1.1 attachment 1.
- Request that Oswego County staff rebroadcast via RECS or commercial phone to Nine Mile Point and NY State Warning Point.

**TABLE 4 PAGER ACTIVATION MATRIX**

FIRST DIGIT INFORMATION	SECOND DIGIT CLASSIFICATION	THIRD DIGIT FACILITY ACTIVATED
1 = Actual Event	1=NLE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2= Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager/On-call test only	3=SAE	3 = On duty team only report to CR/OSC/TSC/EOF/JNC
	4=GE	7 = Personnel assigned a pager call CAN 800-205-5175 (respond to CAN prompts as directed)
	9=None	8 = All personnel report to EOF for further instruction
		9 = No response required

# ATTACHMENT 15 CONTROL ROOM NOTIFICATION FLOWCHART FOR USE IN CONTROL ROOM EVACUATIONS PER AOP-43

Start → Declare Emergency EVENT CLASSIFICATION **ALERT** per IAP-2 (EAL 7.22)

IF	THEN
control room evacuation exceeds 30 minutes	determine if EAL 7.2.4 applies and reclassify
control room or remote shutdown capability are lost due to security event	determine if EAL 8.1.4 applies and reclassify
other direct observable EAL entry condition exists	reclassify using EALs

Activate **ALL** Facilities

**CAUTION!**  
Consider directing personnel to the EOF if security or other event could jeopardize the safety of those coming to the site.

Activate all Emergency Facilities by contacting plant personnel per **EAP-17**

If Gaitronics page is available from anywhere in the plant make the following announcement, **"Attention, Attention, An ALERT has been declared at the James A. FitzPatrick Nuclear Power Plant. Activate the TSC, OSC, EOF & JNC."**

Complete OSWEGO COUNTY, NEW YORK STATE, NINE MILE POINT and NRC Notifications. Delegate Actions.

**CAUTION!**  
Notification of **OSWEGO COUNTY, and NEW YORK STATE MUST be completed within 15 minutes of event declaration, PAR change, or change of event classification. Notification of the NRC MUST be complete as soon as possible within 1 hour of event declaration or change of event classification. (10CFR50.72)**

Prepare Form **EAP-1.1 Attachment 1 OR 13 (Part 1 General Information)** using available information. Obtain meteorological data using: EDAMS, Plant Parameters from any network PC, Shift Chem Tech X-6730, Nine Mile 349-2841 or 349-2168, National Weather Service 716-565-0014.

Upon completion obtain verbal approval from the **Emergency Director using any communications method available.**

Using the prepared Form **EAP-1.1 Attach. 13 (OR 1)** notify the Oswego Co. Warning Point, NY State Warning Point, and Nine Mile Point Sites using the **RECS** Telephone in the TSC or SAS.

Read the form to the 3 parties using RECS or listed communication devices. The RECS (Radiological Emergency Communications System) phone is activated by picking up the handset and pressing **A** and then **\*** on the keypad. All parties are activated simultaneously on the same line. After approximately 10 seconds read the Part 1 form. Press the button on the handset to talk.

If the RECS is not available then use one of the following:

1. Commercial Phones (conference call) (TABLE 2)
2. Cellular Phone (TABLE 2)
3. Radio in Security SAS/CAS or CR or TSC (Only contacts Oswego Co.)  
\*Refer to Table 3, or EAP-1.1 Attachment 10 for operating instructions.
4. Or TSC Satellite Phone (TABLE 2)  
(For the satellite, enter number and press send button. When using satellite phone always dial the area code.)

Prepare Form **EAP-1.1 Attach. 6 (NRC Event Notification Worksheet)** using available information. Upon completion obtain verbal approval from the **Emergency Director using any communications method available.**

Using the prepared Form **EAP-1.1 Attach. 6** notify the NRC Operations Center using the **ENS** Telephone in Security SAS or TSC. Dial any of the following numbers:  
**1-301-816-5100**  
**1-301-951-0550**

(The ENS (Emergency Notification System) phone is operated like a normal dial up phone and requires the number "1" to be dialed)

If The ENS is not available then use a Commercial Phone or Cellular Phone and dial any number listed above or ENS phone colored sticker.

The NRC may request that the ENS line be manned continuously after any notification. If this occurs request the Shift Manager/Emergency Director provide additional assistance to allow for the remaining steps to be completed.

Update Form **EAP-1.1 Attach. 1** and notify OSWEGO COUNTY, NEW YORK STATE, and NINE MILE POINT approximately every 30 minutes (or as agreed upon by those parties), or within 15 minutes of event classification change, PAR change, or event termination until TSC or EOF is activated.

Update Form **EAP-1.1 Attach. 6** and notify the NRC Operations Center within 1 hour of an event classification change or termination until the TSC or EOF is activated.

Turnover Notification duties to TSC or EOF when staffed or operational. Prepare Form **EAP-1.1 Attachment 4 (Control Room Notification Checklist)**. Transfer the checklist and copies of forms completed to TSC or EOF (fax if necessary) as well as verbal turnover.

Establish and maintain verbal communications with the TSC, OSC, and EOF using the 4 way Hot Line or by conference call.

RESPONSIBILITY MATRIX (Typical)	
Color surrounding step indicates responsible individual	
<span style="background-color: blue; color: black;">■</span>	Shift Manager/Emergency Director
<span style="background-color: green; color: black;">■</span>	Control Room Communications Aide
<span style="background-color: yellow; color: black;">■</span>	Operator
<span style="background-color: red; color: black;">■</span>	Security Officer

TABLE 2 AGENCY PHONE NUMBERS			
	New York State Warning Point	Oswego County Warning Point	Nine Mile Point Sites
08:30 to 16:30 M-F	NY State Emergency Management Office @ 518-457 2200	Emergency Mgmt. Office @ 315-591-9189 or 315-591-9150	Unit 1 @ 315-349-2841 or 315-349-2842 or 315-349-2843
Off Hours		E911 Center @ 911 315-343-1313	Unit 2 @ 315-349-2168 or 315-349-2169 or 315-349-2170

Conference call instructions: 1. Place first call 2. Press switch hook (or flash button) 3. Get dial tone 4. Place 2nd call 5. Press switch hook

TABLE 3 OPERATION OF RADIO	
USE OF MOTOROLA RADIO (FOR CONTACTING OSWEGO COUNTY)	
1.	Use radio in either the CR, TSC, CAS or SAS.
2.	Turn Radio on if needed.
3.	Adjust volume control as needed.
4.	Select Channel 1
5.	Select "P/L B" or "Sheriff" or "911" (light should be next to P/L B or sheriff or 911- push button if necessary).
6.	Push Transmit on microphone to transmit and release to receive.
7.	Inform the Sheriff that normal offsite communications are unavailable.
8.	Provide the information from EAP-1.1 attachment 1.
9.	Request that Oswego County staff rebroadcast via RECS or commercial phone to Nine Mile Point and NY State Warning Point.

TABLE 4 PAGER ACTIVATION MATRIX		
FIRST DIGIT INFORMATION	SECOND DIGIT CLASSIFICATION	THIRD DIGIT FACILITY ACTIVATED
1 = Actual Event	1=NLE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2= Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager/On-call test only	3=SAE	3 = On duty team only report to CR/OSC/TSC/EOF/JNC
	4=GE	7 = Personnel assigned a pager call CAN 800-205-5175 (respond to CAN prompts as directed)
	9=None	8 = All personnel report to EOF for further instruction
		9 = No response required

COZ

ENTERGY NUCLEAR OPERATIONS, INC.  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PERSONNEL ACCOUNTABILITY  
EAP-8  
REVISION 62

APPROVED BY: J E Rogers by Dir  
RESPONSIBLE PROCEDURE OWNER

DATE: 8/5/03

EFFECTIVE DATE: August 21, 2003

FIRST ISSUE

FULL REVISION

LIMITED REVISION

***** * * INFORMATIONAL USE * * ***** ***** * * ADMINISTRATIVE * * *****	***** * * TSR * * ***** ***** * * CONTROLLED COPY # <u>34</u> * * *****
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PERIODIC REVIEW DUE DATE: June 2007

## REVISION SUMMARY SHEET

## REV. NO.

- 62
  - Quarterly update of the Emergency Response Organization.
  - In section 4.7.5 deleted the words "Security personnel and/or" due to NRC security order that has directed security to cease all collateral duties.
- 61
  - Quarterly update of the Emergency Response Organization.
  - Added Emergency Director to Emergency Plant Manager to attachment 3.
- 60
  - Quarterly update of the Emergency Response Organization.
- 59
  - Quarterly update of the Emergency Response Organization.
- 58
  - Quarterly update of the Emergency Response Organization.
- 57
  - Changed Security Coordinator/Sergeant to Security Shift Supervisor through out the entire procedure.
  - Updated the TSC Security Coordinator's extension from 6160 to 6121 in section 4.7.2 and attachment 1.
- 56
  - Quarterly update of the Emergency Response Organization.
  - Changed Security Shift Coordinator/Sergeant to Security Coordinator/Sergeant through out the procedure.
- 55
  - Quarterly update of the Emergency Response Organization.

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**1.0 PURPOSE**

This procedure provides the instructions necessary to account for plant personnel, visitors, and contractors.

**2.0 REFERENCES****2.1 Performance References**

None

**2.2 Developmental References**

2.2.1 EAP-9, SEARCH AND RESCUE OPERATIONS

2.2.2 EAP-10, PROTECTED AREA EVACUATION.

2.2.3 EAP-11, SITE EVACUATION

**3.0 INITIATING EVENTS**

3.1.1 Site Area Emergency, or

3.1.2 General Emergency, or

3.1.3 Emergency Plant Manager's request, or

3.1.4 Completion of Protected Area Evacuation or Site Evacuation for personnel without emergency assignments.

**4.0 PROCEDURE**

4.1 A list of missing personnel shall be made available within 30 minutes via personnel accountability or other means as determined by the individual assigned to lead accountability. Personnel accountability shall be accomplished in two phases:

Phase 1 - The total number of personnel accounted for in the protected area are compared with the total number of persons indicated as being in the protected area.

Phase 2 - The names of missing persons unaccounted for in the protected area are compared to the names of persons indicated as being in the protected area.

- 4.2 The Emergency Plant Manager shall request the Security Shift Supervisor to initiate accountability.
- 4.3 The Security Shift Supervisor will enable the accountability readers in accordance with Security procedures and request (when those facilities are activated) the Communications and Records Coordinator to dispatch an accountability clerk to the Control Room, TSC and OSC to assist personnel in completing Attachment 3 and badging in the readers.
- 4.4 The Emergency Plant Manager shall request the Control Room to make the following announcement (twice):

ATTENTION. ATTENTION. ALL PERSONNEL IN THE PROTECTED AREA COMMENCE ACCOUNTABILITY USING BADGE READERS AND SIGN-IN SHEETS.

- 4.5 The Security Shift Supervisor, who may designate security personnel to lead the accountability process if required, shall use Attachment 1 or Attachment 2 to accomplish personnel accountability.
- 4.6 The individual assigned to lead accountability shall compile a list of persons on site by name and badge number using either the Security Activity Management System (SAMS) computer or Security Access Computer which is a badge number only list of personnel on site.

NOTE: The (SAMS) computer shall be the primary means of compiling the on site list by name and badge number. The security access computer shall be used as a secondary means and is a "badge number only" list of personnel on site.

The onsite personnel list should also include visitors to the site and shall note their escort names.

Accountability for security personnel may be accomplished by contacting them individually.

4.7 Phase 1 of accountability shall be accomplished in the following manner:

NOTE: Manual method will be used if a computer failure occurs.

- 4.7.1 The individual assigned to lead accountability shall activate the "Personnel Onsite Report" which will indicate who is onsite.

As personnel badge in the accountability readers, they will be deleted from the "Unaccounted Personnel Report." This report will reflect continually who has not badged in an accountability reader.

- 4.7.2 Accountability clerks shall be established in the Control Room, Technical Support Center and Operational Support Center and shall contact the Emergency Security Coordinator in the Technical Support Center at extension 6121.

- 4.7.3 These clerks shall provide the following information to the Emergency Security Coordinator:

A. Total number of persons assembled in that area obtained from Attachment 3.

B. A copy of Attachment 3. The originals shall continue to be used for continuous accountability.

C. Fax Attachment 3 forms to EOF Staffing Coordinator (to assist in long-term staffing assessment).

- 4.7.4 The individual assigned to lead accountability shall compare the total number of personnel accounted for on the Attachment 3 forms to the total number onsite from the security computer. These numbers and any discrepancies shall be reported to the Emergency Plant Manager. In addition, the individual assigned to lead accountability shall request the Security Shift Supervisor or designee prepare an "unaccounted for" log from the accountability system reader output.

- 4.7.5 Accountability Clerks shall establish continuous accountability logs using Attachment 3 at the following locations:
- A. 300 ft. elevation of Old Admin. Building near the Control Room entrance. This position shall record personnel who exit or enter via the Fan Room or Turbine building doors.
  - B. OSC control point near portal monitors. This position shall record personnel who exit or enter the RCA.
  - C. Old Admin. Building foyer. This position shall record personnel who exit or enter via the foyer.

- NOTES:
- 1. Personnel traveling between the TSC, OSC and Control Room are NOT required to sign in/out on Continuous Accountability Log Sheet, Attachment 3 after the completion of initial accountability.
  - 2. Entry and exit via doors with operable card readers do NOT require sign in on Attachment 3. In the event of a Security computer failure, entry and exit via carded doors that allow access to areas outside the Emergency Response Facilities (combined TSC, OSC and Control Room areas) shall require sign in on Attachment 3.

4.8 Phase 2 of accountability shall be accomplished in the following manner:

- 4.8.1 The individual assigned to lead accountability shall compare the security computer list of onsite persons against those in the Control Room, TSC and OSC and compile a list of unaccounted for individuals. (The manual method will utilize Attachment 3).
- 4.8.2 The individual assigned to lead accountability shall provide to the Emergency Security Coordinator a list of unaccounted badges and names from the readers, which should match the list of unaccounted individuals.

- 4.9 The individual assigned to lead accountability shall verify that persons on the "Unaccounted Personnel Report" lists have not left the protected area by a check of the security computers. The last known location of these persons shall be obtained from the security computer.
- 4.10 The individual assigned to lead accountability shall attempt to locate any persons unaccounted for by calling them on the plant page system. The page should be repeated every two minutes. If the unaccounted for personnel do not respond within 5 minutes, the following announcement shall be made twice over the P.A. system:

ATTENTION, ATTENTION: IF ANYONE KNOWS THE PRESENT LOCATION OF (name of missing individual), CALL SECURITY AT EXTENSION (specify).

- 4.11 The individual assigned to lead accountability shall contact the missing individuals' supervisors or co-workers for further information. If these attempts are unsuccessful, the names of the missing persons shall be forwarded to the Emergency Plant Manager who shall immediately initiate search and rescue activities in accordance with EAP-9, SEARCH AND RESCUE OPERATIONS.

#### 5.0 ATTACHMENTS

1. ACCOUNTABILITY CHECKLIST - MANUAL METHOD
2. ACCOUNTABILITY CHECKLIST - COMPUTER METHOD
3. ACCOUNTABILITY LOG

ACCOUNTABILITY CHECKLIST - MANUAL METHOD

Initials/Time

1. \_\_\_\_\_ / \_\_\_\_\_ Received notification from the Emergency Plant Manager to implement personnel accountability procedure.
2. \_\_\_\_\_ / \_\_\_\_\_ Compile list of persons onsite using either the SAMS Computer or the security computer. Total number of persons onsite: \_\_\_\_\_.

PHASE 1

3. \_\_\_\_\_ / \_\_\_\_\_ Contact each of the primary assembly areas and obtain a head count:

<u>AREA</u>	<u>EXTENSIONS</u>	<u>PERSON CONTACTED</u>	<u>NUMBER OF PERSONS</u>
Control Room	6665	_____	_____
Technical Support Center	6121	_____	_____
Operational Support Center	6833/6837	_____	_____
Security Bldg	6413/6416	_____	_____

Total number of persons accounted for: \_\_\_\_\_

4. \_\_\_\_\_ / \_\_\_\_\_ Difference between total head count and persons onsite as indicated by security (step 3): \_\_\_\_\_.
5. \_\_\_\_\_ / \_\_\_\_\_ Report totals from step 2, 3, and 4 to the Emergency Plant Manager.

ACCOUNTABILITY CHECKLIST - MANUAL METHOD

PHASE 2

Initials/Time

6.               /               Contact each assembly area. Using the list of persons onsite, check off each person in the assembly area.

7.               /               List the names and badge numbers of persons unaccounted for:

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8.               /               Notify the Emergency Plant Manager of the names of persons unaccounted for.

9.               /               Verify that persons unaccounted for have not left the site. Determine last known location using the (SAMS) or the security computer.

10.              /               Call persons unaccounted for on the plant paging system (repeat announcement).

11.              /               Contact supervisors, co-workers. Attempt to determine last known location of persons unaccounted for.

12.              /               Advise Emergency Plant Manager of missing persons and information determined in steps 9, 11.

**RETAIN THIS FORM. IT SHALL BE TURNED IN TO THE EMERGENCY PLANT MANAGER.**

ACCOUNTABILITY CHECKLIST - COMPUTER

Initials/Time

1. \_\_\_\_\_ / \_\_\_\_\_ Received notification from the Emergency Plant Manager to implement personnel accountability procedure.
2. \_\_\_\_\_ / \_\_\_\_\_ Security Central Alarm Station (CAS) or Secondary Alarm Station (SAS) operator to activate accountability card readers by activating the (F6) key on the security computer.

PHASE 1/2

3. \_\_\_\_\_ / \_\_\_\_\_ Individual assigned to lead accountability to activate "Personnel Onsite Report."
4. \_\_\_\_\_ / \_\_\_\_\_ Individual assigned to lead accountability to activate the "Unaccounted Personnel Report."
5. \_\_\_\_\_ / \_\_\_\_\_ Advise the Emergency Security Coordinator in the Technical Support Center of missing person(s) unaccounted for.
6. \_\_\_\_\_ / \_\_\_\_\_ Verify that person(s) unaccounted for have not left the site.
7. \_\_\_\_\_ / \_\_\_\_\_ Call person(s) unaccounted for on the plant paging system.
8. \_\_\_\_\_ / \_\_\_\_\_ Contact supervisors and co-workers to attempt to learn last location of the persons unaccounted for.
9. \_\_\_\_\_ / \_\_\_\_\_ Advise Emergency Plant Manager of missing person(s)

ACCOUNTABILITY LOG

DATE \_\_\_\_\_

FACILITY \_\_\_\_\_

	NAME	Badge Number	Continuous Accountability Time/DRD Readings					
			IN	OUT	IN	OUT	IN	OUT
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

ENTERGY NUCLEAR OPERATIONS, INC.  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EMERGENCY ORGANIZATION STAFFING  
EAP-17  
REVISION 107

APPROVED BY: *M. Amador*  
RESPONSIBLE PROCEDURE OWNER

DATE: 7/25/03

EFFECTIVE DATE: August 21, 2003

FIRST ISSUE  FULL REVISION  LIMITED REVISION

***** * * INFORMATIONAL USE * * ***** ***** * * ADMINISTRATIVE * * *****	***** * * * * * * * * * * * * * * * ***** ***** * * * * * * * * * * *****
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PERIODIC REVIEW DUE DATE: June 2007

## REVISION SUMMARY SHEET

## REV. NO.

- 107
- Added note in section 6.1.2.C to instruct CAN not to call security guards or plant operators to verify that CAN has worked properly.
  - Changed information on attachment 2 and 4 regarding dialing instructions for new RSGM pagers.
  - Added clarifying information to line number 9 on attachment 2 page 2 of 2.
  - On attachment 4 increased directions and expanded to two pages.
- 106
- Reordered initiating information on attachment 2. And also added information on use of pre-printed forms in section B.1 & 2.
  - On Attachment 2 C.1 - deleted the word "backup" and replaced it with "or" and also insert the word "dial" before the 1-800 number.
  - The above changes were made to be consistent with IAP-1, Attachment 1 & 2 C.
  - Added note in section 6.1.2.C in regards to CAN activation and page 2 of attachment 2.
- 105
- Quarterly update of the Emergency Response Organization.
  - Added position of Emergency Plant Manager to attachment 5.
- 104
- Quarterly update of the Emergency Response Organization.
- 103
- Quarterly update of the Emergency Response Organization.
- 102
- Quarterly update of the Emergency Response Organization.
- 101
- On attachment 2 added information that directs the Shift Manager, per AOP-43 to make plant announcement per EAP-1.1 att. 15.
  - Changed SAS Cell Phone from 593-4767 to 593-9539
- 100
- Quarterly update of the Emergency Response Organization.
  - Name change for Security Coord/Serg. - Previously was Shift Coord/Sergeant in the JAF area.
  - Removed reference to GMO as position was replaced by GMPO.
  - In section 5.1.3 added verbiage to clarify the on-duty day of the week start.
- 99
- Quarterly update of the Emergency Response Organization.
  - Updated Operations titles from: Non-Licensed Operator to Nuclear Plant Operator and changed Licensed Operator (SNO or NCO) to Senior Nuclear Operator.
  - Added position in the TSC - TSC Support
  - Added position in the JNC - RP Briefer

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## 1.0 PURPOSE

The purpose of this procedure is to designate the emergency organization for specific emergency classification and to describe the activation of the designated principal emergency response personnel.

**NOTE:** THIS PROCEDURE IS INTENDED ONLY FOR EMERGENCY PLAN ACTIVATION AND MAY BE ALTERED BY THE EMERGENCY PREPAREDNESS MANAGER FOR PURPOSES OF EMERGENCY PLAN DRILLS OR EXERCISES.

## 2.0 REFERENCES

### 2.1 Performance References

2.1.1 EAP-43, EMERGENCY FACILITIES LONG TERM STAFFING

2.1.2 SAP-20, EMERGENCY PLAN ASSIGNMENTS

### 2.2 Developmental References

2.2.1 James A. FitzPatrick Nuclear Power Plant Emergency Plan, SECTION 5, ORGANIZATION

2.2.2 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS

2.2.3 EAP-22, OPERATION AND USE OF RADIO PAGING DEVICE

2.2.4 SAP-20, EMERGENCY PLAN ASSIGNMENTS

## 3.0 INITIATING EVENTS

An emergency has been declared in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS

3.1 A call-out test is being conducted as directed by the Emergency Preparedness Manager or designee.

## 4.0 RESPONSIBILITIES

4.1 Vice President - Operations (VPO), General Manager - Plant Operations (GMPO), Director - Safety Assurance (DSA).

- 4.1.1 Either the VPO, GMPO, or the DSA will be in the general area (within approximately 60 minutes travel time to the plant) unless, and as approved by the VPO, special circumstances dictate that they will be absent. Their location is known via the weekly staff schedule, or other means.
- 4.1.2 The VPO, GMPO, and the DSA shall make their schedules available to the Operations Manager via the weekly staff schedule, or other means as appropriate.

#### 4.2 Shift Manager

- 4.2.1 During an emergency, the Emergency Director is responsible for the direction of all emergency actions at the James A. FitzPatrick Nuclear Power Plant. During normal hours, sufficient supervisory and support personnel are available to respond to an emergency condition; during off-hours, this support is diminished as shown in Attachment 1. When the Shift Manager/Emergency Director determines that additional personnel are necessary to respond to an onsite emergency, he will direct Security to initiate a recall of personnel in accordance with this procedure and EAP-1.1, section 4.2.1. Pagers should be activated for both normal working hours and off hour emergencies. It will be the responsibility of the Security Force to make the necessary telephone calls to initiate this site recall. Other personnel may be directed to perform this function if a Security event prevents Security from making the recall.

#### 4.3 Human Resources Manager

- 4.3.1 The JAFNPP Human Resources Manager is responsible to maintain an up-to-date list of all plant employees, their titles, and home phone numbers. Each calendar year quarter, the Human Resources Manager shall provide this listing to the Emergency Preparedness Manager

4.3.2 The JAFNPP Human Resources Manager is responsible to ensure Oswego County I.D. cards for terminated or transferred employees are returned to the EMERGENCY PREPAREDNESS MANAGER after the personnel action.

#### 4.4 Emergency Preparedness Manager

4.4.1 The Emergency Preparedness Manager shall quarterly update Attachment 5.

4.4.2 The Emergency Preparedness Manager shall issue an Emergency Plan Employee Call-Out Form (Attachment 2). This form will be filed at the SAS console.

4.4.3 The Emergency Preparedness Manager, or designee, shall, at least quarterly, update and distribute the Emergency Plan On-call Employee Call-out Schedule.

#### 4.5 Security

It is the responsibility of the Secondary Alarm Station (SAS) security officer to conduct the notifications to Emergency Plan On-Call Employees if so directed by the Shift Manager or Emergency Director. The security officer shall use the appropriate pager codes for emergency call-out for Attachment 2 (located at the SAS console). Any information needed regarding plant status shall be obtained from the Shift Manager. The call-out system Community Alert Network, "CAN", shall also be used as appropriate.

#### 4.6 Personnel Assigned an Emergency Plan Pager

It is the responsibility of each individual assigned an Emergency Plan pager to perform their duties in accordance with this procedure. This includes maintaining an operable radio pager within notification range. If the employee is "on duty" (on-call) he/she must remain within approximately one hour of their assigned facility and be fit for duty in accordance with plant/JAF procedures.

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**5.0 EMERGENCY PLAN ON-CALL EMPLOYEES AND SCHEDULES**

5.1 A roster and schedule of on-call personnel is initiated and published by the Emergency Preparedness Manager on at least a quarterly basis.

5.1.1 Individuals filling positions listed in the on-call roster are issued Emergency Plan pagers and are scheduled for "on-duty" periods.

5.1.2 It is the responsibility of each individual assigned an on-call duty to be aware of the on-call schedule, their "on-duty" status and be aware of the pager codes.

5.1.3 An on-duty week shall normally run from 0700 Monday until 0700 the following Monday. If a holiday falls on Monday, the on-duty period ends at 0700 the next work day following the holiday.

5.1.4 Pagers shall be kept within hearing/notification range of "on-duty" personnel at all times.

5.1.5 If an individual wishes to switch a duty period with another equally ERO qualified person, it is the individual's responsibility to ensure adequate coverage is maintained. No official notifications are necessary.

5.1.6 Pager codes as listed in Attachment 3 are issued to each individual assigned a pager. The codes indicate if it is a real event, a drill or a pager/on-call test. (All individuals issued Emergency Plan pagers are expected to respond to the pager codes).

5.1.7 The on-call schedule for the WPO Recovery Support Group Manager (RSGM) is maintained by the Corporate Emergency Preparedness Group.

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**6.0 PROCEDURE****6.1 Activation of the Emergency Plan****6.1.1 Shift Manager/Emergency Director**

- A. The Control Room will activate pagers and CAN during times of a declared Security event.
- B. The Shift Manager or designee shall instruct the SAS Security Officer (at extension 3456) to initiate the call out of Emergency Response Organization personnel in accordance with this procedure and EAP-1.1, Section 4.2.1.

**6.1.2 Secondary Alarm Station (SAS) Security Officer (or designated Security Officer)**

**NOTE:** Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

- A. Notification of Emergency Plan On-Call Employees via pagers.

**NOTE:** Pager and/or CAN notifications NOT performed in SAS will be performed in accordance with Attachment 4 from the Control Room.

1. The SAS Security Officer, upon being instructed to do so by the Shift Manager/Emergency Director, shall notify all the Emergency Plan On-Call Employees. This shall be accomplished by using the Emergency Plan Employee Call-Out Form (Attachment 2). Activate the paging system a minimum of three (3) times. Separate pages by an interval of 2 minutes, or when the page is received in SAS.

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**B. Community Alert Network (CAN)**

**NOTE:** Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

Activate "CAN" during off-hours when directed to do so by the Shift Manager and/or Emergency Director.

**NOTE:** The Password and Call Back verification Phone Numbers are the same number.

1. Notify "CAN" at 800-552-4226. The "CAN" operator will request your name and affiliation - Entergy - James A. FitzPatrick NPP (JAF Security).
2. The "CAN" operator will ask for a Password and a call back verification number. Provide "CAN" operator with one of the following phone numbers:
  - a. SAS Phone (315-349-6420) or
  - b. SAS Phone (315-349-6415) or
  - c. SAS Cellular Phone (315-593-9539) or
  - d. Security Sergeant (315-349-6422) or
  - e. Control Room Phone, near RECS line, (315-349-6261)

(The "CAN" operator will then hang up and call you back for verification of the facilities and messages. If cellular phone number is given, ensure cellular phone is turned on.)

3. On the call back from "CAN," provide the following information:

- a. The "CAN" operator will request which call-out list(s) to call. Answer "Call out the (depending on which facilities are requested to be activated).

**NOTE:** The JAF list includes Security Personnel.

- 1) "Group 1 call-out list" (This list includes CR/TSC/OSC/JAF); or
  - 2) "Group 2 call-out list" (This list includes CR/TSC/OSC/JAF and EOF/JNC); or
  - 3) Individually Selected:  
"CR TSC OSC EOF JNC JAF call-out list(s)"
- b. Instruct the "CAN" operator to activate:
- 1) Message 1 for actual emergencies  
OR
  - 2) Message 2 for drills  
OR
  - 3) Message 3 for call-out TESTS
- c. The CAN operator will ask if you want to be notified when the activation is complete or if a problem occurs during activation, ANSWER "yes".
- d. Provide the CAN operator with the current local time when requested.

4. The backup phone number to call "CAN" is 1-877-786-8478. The secondary backup number is (800) 992-2331. This is an answering service and is to be used only in the event of a malfunction of the computerized prompt/recording. Tell the answering service your name/affiliation and a call back number. This person will contact the "CAN" operations staff who will return your call to get the detailed information.
5. Notify the Shift Manager/ED when "CAN" has been activated.
6. CAN notifications NOT performed in SAS will be performed in accordance with Attachment 4.

#### C. Manual Call-Out/Verification

NOTE: CAN activation is considered successful if at least one individual is contacted and confirms that CAN contacted them.

NOTE: Do not call security guards or plant operator staff members. They are not on the CAN Call-Out List

IF CAN was activated, THEN verify CAN activation was successful by calling up to ten (10) individuals on Attachment 5 and verify that CAN activation was successful, OR by receiving CAN call at SAS.

IF CAN activation was NOT successful, THEN call all listed team members, starting with Team 1 and read the appropriate CAN message to each individual. (Use additional personnel to expedite call-out if necessary.)

### 6.1.3 Individuals Assigned an E-Plan Pager

- A. All individuals assigned an E-plan pager whether assigned an on-call duty or not shall:
1. Maintain an operable radio pager and ensure that he/she can be notified at all times (ie. hear the pager) while both onsite and offsite.
  2. Respond to random pager/on-call tests at the time the test is conducted as indicated by the pager code, unless a response has already been made to the "CAN" system.
- B. All on-call individuals, in addition to 6.1.3 A, shall:
1. Be aware of their "on-duty" status and be aware of the pager codes.
  2. While on-duty, remain fit for duty and be within approximately one hour from their assigned emergency response facility.
  3. While on-duty, respond to the appropriate emergency response facility as soon as possible (approximately one hour), and/or follow directions given via coded message on the pager and/or CAN system.

### 6.1.4 Emergency Director

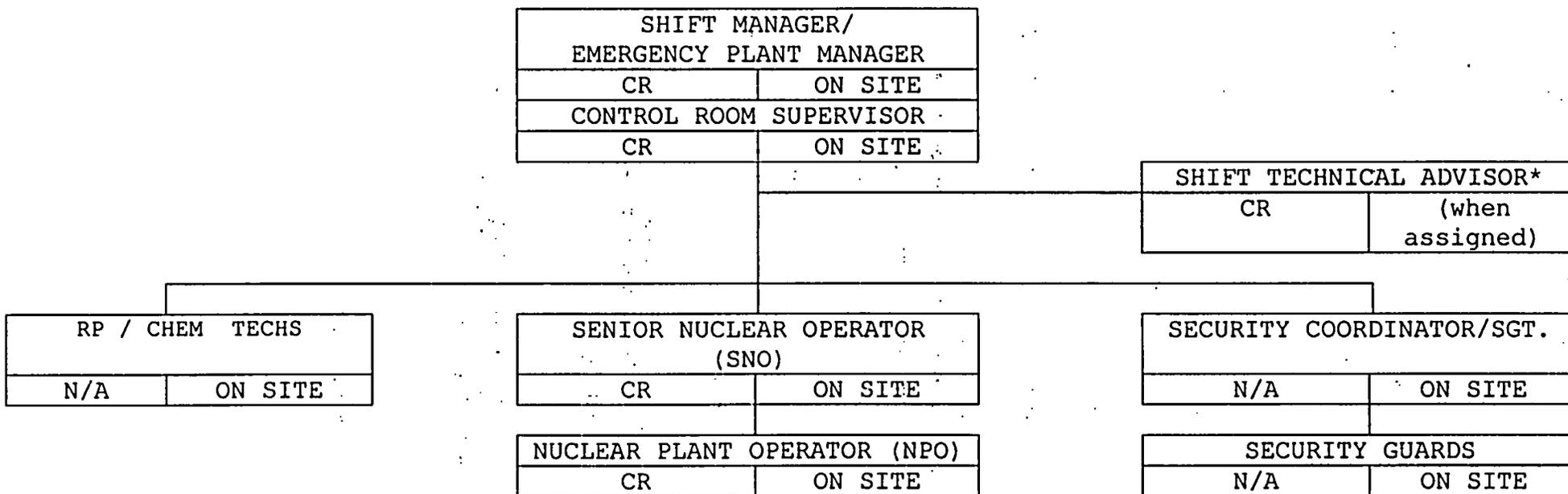
- A. The Emergency Director should establish that the emergency organization staffing applicable to the level of emergency is in place (ref. SAP-20 for facility organizational charts or adjust according to need).
- B. As soon as practical after declaring an emergency condition and activating the Emergency Response Organization, the Emergency Director shall attempt to determine if any additional staff is required to maintain the emergency response.

C. The Emergency Director may delegate the staffing responsibilities to a Staffing Coordinator. Refer to EAP-43, EMERGENCY FACILITIES LONG TERM STAFFING

#### 7.0 ATTACHMENTS

1. JAFNPP EMERGENCY STAFFING ON SHIFT RESPONSE ORGANIZATION
2. EMERGENCY PLAN EMPLOYEE CALL-OUT
3. "CAN" MESSAGES AND PAGER ACTIVATION CODES
4. CONTROL ROOM: PAGER ACTIVATION/COMMUNITY ALERT NETWORK (CAN) EMERGENCY CALL-OUT DURING SECURITY EVENT
5. EMERGENCY ORGANIZATION ASSIGNMENTS

JAFNPP EMERGENCY STAFFING ON SHIFT RESPONSE ORGANIZATION



**CODE KEY**

	←TITLE

←TITLE

↑ AVAILABILITY ↑

OPERATIONAL LOCATION

COMMAND CONTROL \_\_\_\_\_

OPERATION KEY CODE

CR = CONTROL ROOM  
N/A = NOT APPLICABLE

\* S.T.A. may not be present under certain conditions, or role may be fulfilled by SM or GRS.

**A. INITIATING INFORMATION:**

Type of event: Actual Drill/Exercise Pager/On-call Test  
 Emergency Classification: None NUE Alert SAE GE Declared at: \_\_\_\_\_  
 IF directed by Shift Manager (for AOP-43 control room evacuation) THEN have SSS make plant announcement and offsite notifications per EAP-1.1 attachment 15.  
 Activate Pagers?: YES NO  
 Three Digit Event Code: \_\_\_\_\_ (From Shift Manager/ED)  
 ACTIVATE CAN?: YES NO  
 Facility(s) To Activate: Group 1 call-out list OR  
 Group 2 call-out list OR  
 Individually Selected: CR TSC OSC EOF JNC JAF  
 REQUESTED BY: SM ED OTHER \_\_\_\_\_  
 (NAME) (DATE / TIME)

**B. JAF Pager Activation:**

NOTE: Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

1. Pager Activation START Date/Time: \_\_\_\_\_ / \_\_\_\_\_
2. Obtain "Pager" number from Lock Box/Envelope and record on line 6, or use pre-printed form.
3. Obtain "Password" from Lock Box/Envelope and record on line 7, or use pre-printed form.
4. Record Three Digit Event Code from section A above on line 8.
5. Dial 1-800-836-2337
6. Enter "Pager" number \_\_\_\_\_ when prompted ("Please enter the pager number").
7. Enter "Password" \_\_\_\_\_ when prompted ("Please enter your caller password").
8. Wait for tones; enter "Three Digit Event Code" \_\_\_\_\_
9. Hang up the phone.
10. Repeat above steps 5-9 two (2) more times - Separate page intervals by 2 minutes OR when pager in SAS activates. Call CAN/RSGM between pages as applicable.

**C. Notify the Support Group Manager (RSGM):**

Activate the RSGM pager as follows:

1. From any phone dial 1-800-759-8888.
2. When prompted, enter pin number 1170881, followed by pound sign (#).
3. At prompt, enter the phone number you wish to be called back on, include area code (eg. 315-3496xxx), followed by pound sign (#).
4. Hang up.
5. Report plant status to RSGM when call is returned.

**D. Information:**

Time ERO Page's (3) and RSGM Pager Activation Completed: \_\_\_\_\_ (inform Shift Manager/ED).

Time RSGM returned call: \_\_\_\_\_

Pager Activation Performed by: \_\_\_\_\_  
 Print/Sign

E. IF CAN is to be activated, THEN continue on the reverse side of this sheet.

F. CAN Activation:

NOTE: Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

1. Select (Circle) the following information provided by the Shift Manager/ED/Other as found in section "A" on the reverse side of this form:
  - Facilities required for activation (step 6) AND
  - Message to be used (step 7)
2. Call Community Alert Network (CAN): 1-800-552-4226 (Backup number 1-877-786-8478)
3. Tell the CAN operator Your Name AND Where Your Calling from: Entergy - James A. FitzPatrick Nuclear Power Plant - Security
4. When prompted for the password and call back verification number by the CAN operator, use one of the following:

NOTE: THE PASSWORD AND CALL-BACK NUMBERS ARE THE SAME NUMBER

SAS Phone	315-349-6420	SAS Cell Phone	315-593-9539
SAS Phone	315-349-6415	Sec. Sergeant	315-349-6422

5. The CAN Operator will then hang-up and call you back at the number you provided.
6. On call back from "CAN" provide the call-out lists for the facilities the Shift Manager directed to be activated:
  - Group 1 call-out list OR
  - Group 2 call-out list OR
  - Individually Selected: CR TSC OSC EOF JNC JAF (JAF is the Security personnel)
7. Instruct the CAN operator to activate:
  - Message one(1) for actual emergencies, OR
  - Message two (2) for drills, OR
  - Message three (3) for call-out TESTS
8. The CAN operator will ask if you want to be notified when the call-out has been completed, or if a problem occurs preventing CAN activation - Answer "YES".
9. The CAN operator will ask for the current local time: \_\_\_\_\_ / \_\_\_\_\_ (Record time)  
your time/CAN time
10. Notify the Shift Manager when you have completed the CAN call.
11. Notify the Shift Manager when the CAN operator notifies you that the CAN activation has completed.

G. Manual Calls/Verification:

NOTE: Successful CAN activation is determined by one positive response from follow up calls, or by receipt of the CAN call in SAS.

1. If CAN was activated, verify successful activation by calling up to ten (10) individuals, at random, listed on Attachment 5, or by receiving CAN call at SAS.
2. If CAN activation was not successful, call all individuals on Attachment 5 and read the appropriate CAN message (Attachment 3). (Call Team 1 members then Team 2 then Team 3 - use additional people if available).

H. Information:

Time CAN Activation Completed: \_\_\_\_\_ (inform Shift Manager/ED)

Call-Out Verification: Time complete \_\_\_\_\_ SAT UN-SAT (Circle one)

CAN Activation Performed by: \_\_\_\_\_  
Print/Sign

**MESSAGE #1** (Use to activate a facility during an Actual Event)

This is an emergency message from the James A. FitzPatrick Nuclear Power Plant. This is an emergency message from the James A. FitzPatrick Nuclear Power Plant. An emergency has been declared at the plant! An emergency has been declared at the plant! Report to your assigned emergency facility. Fitness For Duty requirements apply. Report to your assigned emergency facility. Fitness For Duty requirements apply.

ACTIVATION

**MESSAGE #2** (Use to activate a facility during a drill)

This is a drill message from the James A. FitzPatrick Nuclear Power Plant. This is a drill! This is a drill! An emergency has been declared at the plant. Report to your assigned emergency facility. Fitness For Duty requirements apply. An emergency has been declared at the plant. Report to your assigned emergency facility. Fitness For Duty requirements apply. This is a drill. This is a drill.

DRILL

**MESSAGE #3** (Use to initiate a call-out test)

This is a message from the JAF Nuclear Power Plant. This is a drill! This is a drill! This message applies to personnel assigned a JAF pager. This message applies to personnel assigned a JAF pager. This is a drill! This is a drill!

TEST

**PAGER ACTIVATION CODES**

FIRST DIGIT INFORMATION	SECOND DIGIT CLASSIFICATION	THIRD DIGIT FACILITY ACTIVATED
1 = Actual Event	1 = NUE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2 = Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager/On-call test only	3 = SAE	3 = On duty only report to CR/OSC/TSC/EOF/JNC
	4 = GE	7 = Personnel assigned a pager call CAN 800-205-5175 (respond to CAN prompts as directed)
	9 = None	8 = All personnel report to EOF for further instructions.
		9 = No response required



## EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3

UPDATE LIST

CONTROLLED COPY # 34

Date of Issue: AUGUST 21, 2003

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
N/A	TABLE OF CONTENTS	REV. 23	12/98	N/A
EAP-26	PLANT DATA ACQUISITION SYSTEM ACCESS	REV. 12	11/02	Informational
EAP-27	ESTIMATION OF POPULATION DOSE WITHIN 10 MILE EMERGENCY PLANNING ZONE	REV. 10	06/02	Informational
EAP-28	EMERGENCY RESPONSE DATA SYSTEM (ERDS) ACTIVATION	REV. 6	07/00	Informational
EAP-29	EOF VENTILATION ISOLATION DURING AN EMERGENCY	REV. 6	05/03	Informational
EAP-30	EMERGENCY TERMINATION AND TRANSITION TO RECOVERY*	REV. 1	05/03	Informational
EAP-31	RECOVERY MANAGER*	REV. 2	05/03	Informational
EAP-32	RECOVERY SUPPORT GROUP*	REV. 10	08/03	Informational
EAP-33	DEVELOPMENT OF A RECOVERY ACTION PLAN*	REV. 1	05/03	Informational
EAP-34	ACCEPTANCE OF ENVIRONMENTAL SAMPLES AT THE EOF/EL DURING AN EMERGENCY	REV. 4	05/03	Informational
EAP-35	EOF TLD ISSUANCE DURING AN EMERGENCY	REV. 7	05/03	Informational
EAP-36	ENVIRONMENTAL LABORATORY USE DURING AN EMERGENCY	REV. 5	05/03	Informational
EAP-37	SECURITY OF THE EOF AND EL DURING DRILLS, EXERCISES AND ACTUAL EVENTS	REV. 7	02/03	Informational
EAP-39	DELETED (02/95)			
EAP-40	DELETED (02/98)			
EAP-41	DELETED (12/85)			
EAP-42	OBTAINING METEOROLOGICAL DATA	REV. 20	06/03	Informational
EAP-43	EMERGENCY FACILITIES LONG TERM STAFFING	REV. 61	08/03	Informational
EAP-44	CORE DAMAGE ESTIMATION	REV. 5	05/03	Informational
EAP-45	EMERGENCY RESPONSE DATA SYSTEM (ERDS CONFIGURATION CONTROL PROGRAM)	REV. 6	07/00	Informational
SAP-1	MAINTAINING EMERGENCY PREPAREDNESS	REV. 17	02/03	Informational
SAP-2	EMERGENCY EQUIPMENT INVENTORY	REV. 36	07/03	Informational
SAP-3	EMERGENCY COMMUNICATIONS TESTING	REV. 73	02/03	Informational

**EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3  
UPDATE LIST**

Date of Issue:           AUGUST 21, 2003          

<b>Procedure Number</b>	<b>Procedure Title</b>	<b>Revision Number</b>	<b>Date of Last Review</b>	<b>Use of Procedure</b>
SAP-4	NYS/OSWEGO COUNTY EMERGENCY PREPAREDNESS PHOTO IDENTIFICATION CARDS	REV. 10	05/03	Informational
SAP-5	DELETED (3/98)			
SAP-6	DRILL/EXERCISE CONDUCT	REV. 19	03/03	Informational
SAP-7	MONTHLY SURVEILLANCE PROCEDURE FOR ON-CALL EMPLOYEES	REV. 37	08/03	Informational
SAP-8	PROMPT NOTIFICATION SYSTEM FAILURE/SIREN SYSTEM FALSE ACTIVATION	REV. 13	12/02	Informational
SAP-9	DELETED (02/94)			
SAP-10	METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE	REV. 11	03/02	Informational
SAP-11	EOF DOCUMENT CONTROL	REV. 11	06/02	Informational
SAP-13	EOF SECURITY AND FIRE ALARM SYSTEMS DURING NORMAL OPERATIONS	REV. 4	06/02	Informational
SAP-14	DELETED (02/95)			
SAP-15	DELETED (11/92)			
SAP-16	UTILIZING EPIC IDT TERMINALS FROM DESTINY SYSTEM	REV. 4	06/02	Informational
SAP-17	EMERGENCY RESPONSE DATA SYSTEM (ERDS) QUARTERLY TESTING	REV. 7	07/00	Informational
SAP-19	SEVERE WEATHER	REV. 4	01/01	Informational
SAP-20	EMERGENCY PLAN ASSIGNMENTS	REV. 22	05/03	Informational
SAP-21	DELETED (04/01)			
SAP-22	EMERGENCY PLANNING PROGRAM SELF ASSESSMENT	REV. 2	05/03	Informational

ENTERGY NUCLEAR OPERATIONS, INC.  
JAMES A. FITZPATRICK NUCLEAR POWER PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EMERGENCY FACILITIES LONG TERM STAFFING  
EAP-43  
REVISION 61

APPROVED BY: J E Rogers by direction  
RESPONSIBLE PROCEDURE OWNER

DATE: 8/18/03

EFFECTIVE DATE: August 21, 2003

FIRST ISSUE  FULL REVISION  LIMITED REVISION

*****	*****
* INFORMATIONAL USE *	* TSR *
*****	*****
*****	*****
* ADMINISTRATIVE *	CONTROLLED COPY # <u>34</u>
*****	*****

PERIODIC REVIEW DUE DATE: AUGUST 2008

REVISION SUMMARY SHEET

REV. NO.

- 61
  - Quarterly Update of the Emergency Response Organization
  - Added pager numbers for Recovery Support Group Managers.
- 60
  - Quarterly Update of the Emergency Response Organization
  - Added the position of Emergency Plant Manager.
- 59
  - Quarterly Update of the Emergency Response Organization
- 58
  - Quarterly Update of the Emergency Response Organization
- 57
  - Quarterly Update of the Emergency Response Organization
- 56
  - Quarterly Update of the Emergency Response Organization
  - Changed title of Shift Technical Advisor to Field Support Supervisor/STA to align with Entergy's work alignment.
  - Changed Security Shift Coordinator/Sergeant to Security Coordinator/Sergeant.

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1.0 PURPOSE

This procedure provides instructions to provide long term staffing for JAFNPP Emergency Facilities

2.0 REFERENCES

2.1 Performance References

2.1.1 AP-11.03, CONTROL OF OVERTIME

2.2 Developmental References

2.2.1 Section 5, JAF EMERGENCY PLAN

2.2.2 EAP-17, EMERGENCY ORGANIZATION STAFFING

3.0 INITIATING EVENTS

All Emergency Facilities have been activated.

4.0 PROCEDURE

4.1 Responsibility

It is the responsibility of the Staffing Coordinator to establish long term staffing for all the JAFNPP Emergency Facilities (C.R., O.S.C., T.S.C., E.O.F., Security and J.N.C.). The Staffing Coordinator shall fill positions in accordance with Attachment 1 developing a two shift rotation of qualified employees as a minimum and three shifts whenever possible.

**NOTE:** Personnel who are designated as "in training" for a position are considered to be qualified when all training requirements for that position are completed.

4.2 The Staffing Coordinator shall complete Attachment 1, Emergency Organization Assignments, using a copy of Attachment 3 of EAP-8 that has been completed at JAF for accountability, as a reference.

4.3 The staffing Coordinator shall ensure provision of AP-11.03, CONTROL OF OVERTIME, are considered when making staffing assignments