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Please update your copy of EP-dP 100
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REMOVE AND DISCARD	REV #	INSERT	REV #
TOC	81	TOC	82
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EP-IP-210	Control Room Augmentation	8	08/29/02
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EP-IP-501	Transport of Contaminated Injured Personnel	3	05/24/00
EP-IP-520	Transition and Recovery	5	02/07/01

PILGRIM NUCLEAR POWER STATION

Procedure No. EP-IP-100

EMERGENCY CLASSIFICATION AND NOTIFICATION

Stop
Think
Act
Review

REVISION LOG

REVISION 21 **Date Originated 10/03**

Pages Affected	Description
44	Revise to allow the CANS verification pager to be located anywhere in the Shift Manager's office and allow the use of any pager in the area of the Control Room to verify CANS activation.

REVISION 20 **Date Originated 8/02**

Pages Affected	Description
4,20	Delete EAL Attachment; moved to new EP-IP-100.1.
5,20,43,44,47	Add Attachment 10 (CANS Activation Codes For ERO Notifications) to be used as a procedural aid to choose the appropriate preprogrammed CANS activation codes to notify the ERO of an event at Pilgrim Station.
5,20,43,44,48-52	Add Attachment 11 (Listing Of Preprogrammed CANS Messages For ERO Notifications)to be used as a procedural aid to show the various listing of preprogrammed CANS messages that may be used for ERO notifications.
6	Update listing of Procedure References.
8,9	Clarify definitions for CANS, DNN, Essential Information Checklist, and Nonessential Personnel for revised notification and activation process.
9,10	Add new definitions for Non-Emergency Response and Staging Area for revised notification and activation procedure process.
11,13	Update reference to EAL table from EP-IP-100 to new Procedure EP-IP-100.1.
12,13,21,23,25,26, 28,29,41,43-46	Revise existing Procedure steps and add Notes to offer a combination of activation schemes to notify plant staff and provide alternate response actions of personnel as needed. (Refer to Step 5.3[2]; Note for Section 5.3; and Attachments 1, 2, 3, 4, and 9.)
53,54	Revise listing of Document Cross-References and Identification of Commitments due to changes cited above.

REVISION LOG (Continued)

REVISION 19 **Date Originated 5/02**

Pages Affected	Description
9	Change Operations Assistant to Control Room Supervisor in Responsibilities.
10	Add Note that Procedure steps and Attachments may be performed in parallel when appropriate to facilitate timely notifications.
15	Add to Note that the function is performed automatically by the automated DNN system.
32,36	Add new transmission instructions for automated DNN system's initial notification and follow-up notification.
33,37	Revise instructions to be "backup" instructions and delete references and instructions for use of the DNN fax and ring-down systems.

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1.0 PURPOSE

This Procedure provides instruction of the entry conditions at which specific emergency classifications must be declared, guidelines for the implementation of the Emergency Plan, and the process used to notify response personnel and organizations.

2.0 REFERENCES

[1] EP-AD-600, *"Emergency Action Level Technical Bases"*

[2] EP-PP-01, "PNPS Emergency Plan"

[3] PNPS 1.3.12.1, *"Non-Emergency Notification of BECo/PNPS Management"*

[4] PNPS 5.3.14, *"Security Incidents"*

[5] PNPS Technical Specifications

3.0 DEFINITIONS

[1] Adequate Core Cooling - Heat removal from the Reactor sufficient to prevent rupturing the fuel clad. Three viable mechanisms for establishing adequate core cooling are defined: core submergence, spray cooling, and steam cooling.

(a) Submergence is the preferred method for cooling the core. The core is adequately cooled by submergence when it can be determined that RPV water level is at or above the top of the active fuel. All fuel nodes are then assumed to be covered with water and heat is removed by boiling heat transfer.

(b) Adequate Spray Cooling is provided, assuming a bounding axial power shape, when at least one Core Spray subsystem is injecting into the RPV at the design flow rate (3,600 GPM) and RPV water level is at or above the elevation of the jet pump suctions (-175 in.). The covered portion of the core is then cooled by submergence while the uncovered portion is cooled by the spray flow. The required spray flow must be supplied by a single subsystem to ensure adequate spray distribution to all fuel bundles.

(c) Steam Cooling is relied upon only if RPV water level cannot be restored and maintained above the top of the active fuel, cannot be determined, or must be intentionally lowered below the top of the active fuel. The core is adequately cooled by steam if the steam flow across the uncovered length of each fuel bundle is sufficient to maintain the hottest peak clad temperature below the appropriate limiting value; 1500°F if makeup can be injected, 1800°F if makeup cannot be injected. The covered portion of the core remains cooled by boiling heat transfer and generates the steam which cools the uncovered portion.

Steam cooling with makeup capability is established by maintaining RPV water level above the Minimum Steam Cooling RPV Water Level (-150 in.) or RPV pressure above the Minimum Alternate RPV Flooding Pressure (a function of the number of open SRVs). In either case, the peak clad temperature is limited to 1500°F, the threshold for fuel rod perforation.

Steam cooling without makeup capability is established as long as RPV water level remains above the Minimum Zero-Injection RPV Water Level (-160 in.). The peak clad temperature is permitted to rise to 1800°F, the threshold for significant metal-water reaction, to maximize the heat transfer to steam and to delay the need for RPV depressurization as long as possible. The minimum RPV water level at which adequate steam flow exists is higher when makeup capability exists because:

- The limiting fuel temperature is lower (1500°F). The higher limit of 1800°F is used only when cladding perforation cannot be avoided.
- With injection, water at the core inlet is subcooled. Some of the energy produced by the core must then be expended in raising the temperature of the liquid to saturation and less steam will be produced to cool the uncovered portions of the core.

[2] Alert - Events are in progress or have occurred which involve an actual or potential substantial degradation of the level of safety at PNPS. Any releases are expected to be limited to small fractions of EPA Protective Action Guideline exposure levels.

[3] BECONS - The PNPS community offsite notification system.

[4] Cannot Be Determined - The current value or status of an identified parameter relative to that specified in the Emergency Action Level (EAL) cannot be ascertained using all available indications (direct and indirect, singly or in combination).

[5] Cannot Be Maintained Above/Below - The value of the identified parameter(s) is not able to be kept above/below specified limits. This determination includes making an evaluation that considers both current and future system performance in relation to the current value and trend of the parameter(s). It does not imply that the actual value of the parameter must first pass the specified limit.

[6] Cannot Be Restored Above/Below - The value of the identified parameter(s) is not able to be returned to above/below specified limits after having passed those limits. This determination includes making an evaluation that considers both current and future system performance in relation to the current value and trend of the parameter(s). It does not imply any specific time interval, but does not permit prolonged operation beyond the limit without declaring the specified emergency classification. (May be used in combination with Definition 3.0[5].)

[7] Computerized Automated Notification System (CANS) - A computer-assisted system that, when activated, has the following capabilities:

(a) Activating the emergency pager system.

(b) Accepting calls from authorized responders to inform them of an abnormal or emergency condition at PNPS.

(c) Calling response personnel at their home or work phone to inform them of an abnormal or emergency condition at PNPS and appropriate emergency response actions.

(d) Maintaining an updated list of personnel responding and their estimated time of arrival at their facility.

[8] Controlled Process - A preplanned activity for which the conditions specified in an EAL are anticipated to be or are intentionally exceeded as part of an approved Procedure.

[9] DNN - Dedicated Notification Network.

[10] Emergency Radioactive Release is/is not in Progress - For purposes of offsite notification, any release of radioactivity is considered an emergency radioactive release in progress which:

- Meets any EAL of Classification Subsection 5.1, Effluent Monitors

OR

- Involves an actual or suspected Turbine Building or unmonitored release which is associated with the emergency event.

[11] Emergency Radioactive Release is above/below Protective Action Guides (PAGs) - PAGs are defined by the EPA as dose in excess of 1 rem TEDE or 5 rem CDE thyroid. For purposes of offsite notification, an emergency radioactive release is considered above PAGs when:

- General Emergency EAL 5.2.1.4 or EAL 5.2.2.4 is exceeded based on having dose projections or offsite measurements.

OR

- In the absence of having dose projections or offsite measurements, General Emergency EAL 5.1.1.4 is exceeded.

[12] ENS - NRC Emergency Notification System.

[13] Essential Information Checklist - The form used by oncoming Emergency Director when relieving present Emergency Director of the responsibilities outlined in this Procedure. This form may also be used to provide information to Media Center and Corporate personnel and by the Emergency Plant Manager for activating SONS.

[14] Essential Personnel - Those individuals assigned specific emergency response duties as identified in the PNPS Emergency Plan and Implementing Procedures.

[15] Follow-Up Information Form - The form used to initiate and document periodic emergency classification updates to offsite agencies.

[16] General Emergency - Events are in progress or have occurred which involve actual or imminent substantial core degradation or melting with the potential for loss of containment integrity. Releases can be expected to exceed EPA Protective Action Guideline exposure levels for more than the area near the site boundary.

[17] Initial Notification Form - The form used to initiate and document initial emergency classification notifications to offsite agencies.

[18] Non-Emergency Response - Any plant condition that is deemed by the Shift Manager to warrant an increased level of readiness on the part of the Emergency Response Organization. Such situations might be due to a need for increased readiness due to security or plant equipment operability concerns, anticipated severe weather conditions, or any other condition where the Emergency Response Organization might be required to support the plant in any capacity for any reason. Declaration of a Non-Emergency Response may include simple notification to members of the Emergency Response Organization of a heightened state of awareness or actual response by the Emergency Response Organization to the Emergency Response Facilities (TSC, OSC, EOF, Media Center, Staging Area). Activation of SONS should be considered in accordance with PNPS 1.3.12.1, *"Non-Emergency Notification of BECo/PNPS Management"*.

[19] Nonessential Personnel - Personnel and visitors to PNPS who are not assigned specific emergency response duties.

[20] Primary System - The pipes, valves, and other equipment which connect directly to the Reactor Pressure Vessel (RPV) such that a reduction in RPV pressure will effect a decrease in the steam or water being discharged through an unisolated break in the system.

[21] Radiation Monitor Channel A and B Above/Below EAL Threshold Readings - The value of both channels statements above or below a threshold reading may not apply when one channel is known to be inoperable or out of service. The determination of a valid reading on either channel that exceeds the EAL threshold constitutes that the intent of the EAL has been met and the associated classification should be declared.

[22] Shutdown - As regards Reactor status, the Reactor is shutdown if the Reactor is subcritical (power decreasing) and below the heating range (IRM range 7).

[23] Site Area Emergency - Events are in progress or have occurred which involve actual or likely major failures of PNPS functions needed for the protection of the public. Any releases are not expected to exceed EPA Protective Action Guidelines exposure levels except near the site boundary.

[24] Staging Area - The Chiltonville Training Center has been designated as the near-site staging area where all or part of the Emergency Response Organization can respond if the plant site is unsafe or unavailable for any reason. The staging area provides an alternative to the onsite TSC and OSC if they are unavailable due to a security compromise, severe weather, or any other reason. The EOF can also be used as an alternate TSC if required.

[25] Sustained Loss - Loss of power supply, system, or component operability for which the return to service has not been determined to be imminent. It does not imply any specific time interval, but prolonged operation is not permitted without declaring the specified emergency condition based on the potential for degraded plant safety.

[26] Termination - The point at which the event is no longer considered to be an emergency. Termination of the emergency is formally identified by an Initial Notification message transmission and entry into Recovery.

[27] Transitory Event - An event in which PNPS exceeded an Emergency Action Level (EAL) but conditions improved prior to classification.

[28] Unusual Event - Events are in progress or have occurred that indicate a potential degradation of the level of safety at PNPS. No releases of radioactive material requiring offsite response or monitoring are expected unless further degradation of safety systems occurs.

4.0 RESPONSIBILITIES

[1] The Shift Manager, or the Control Room Supervisor if the Shift Manager is incapacitated or away from the Control Room, shall be responsible for the initial emergency classification declaration and implementation of this Procedure.

[2] The Shift Manager, or Control Room Supervisor if the Shift Manager is unavailable, shall assume the role of Emergency Director upon initial declaration of any emergency classification and shall continue to function as the Emergency Director until relieved of those duties by the on-call Emergency Director or other qualified individual (i.e., Emergency Plant Operations Supervisor or off-shift Shift Manager).

[3] The Emergency Director is the final authority for determining the emergency classification level (initial classification, downgrading, or terminating to recovery). This authority may not be delegated.

[4] The Emergency Director is responsible for directing and overseeing notification of the on-call PNPS Emergency Response Organization.

[5] The Control Room Supervisor (SCRE) or a designated alternate is responsible for the following:

(a) When directed, notifying the on-call PNPS Emergency Response Organization.

(b) Periodically checking on the status of personnel responding to the notification process.

(c) If CANS and BEEPS fail, Security is responsible for notifying on-call personnel using commercial telephone lines.

5.0 PROCEDURE

NOTE
Procedure steps and Attachments may be performed in parallel when appropriate to facilitate timely notifications.

5.1 RECOGNIZING AN EMERGENCY

[1] When indications of abnormal conditions are received, personnel will verify the symptoms/indications and then compare them with the Emergency Action Levels (Attachment 1 of EP-IP-100.1, Emergency Action Levels).

[2] Identify the highest emergency classification level (if multiple EALs are exceeded) for which an EAL has been met or exceeded considering the following:

(a) If conditions warrant the issuance of Protective Action Recommendations (PARs), the classification of General Emergency will be made.

(b) If plant conditions indicate a possible radiological release or a release is in progress or suspected, evaluate the applicability of offsite dose-based EALs (category 5.2).

(c) If a classification level was met or exceeded but the classifiable condition no longer exists (a lesser classification level may or may not still be appropriate), refer to Section 5.4 (Transitory Events).

5.2 INITIAL DECLARATION OF AN EMERGENCY FROM THE CONTROL ROOM

[1] The Shift Manager, or Control Room Supervisor if the Shift Manager is unavailable, shall announce to the Control Room operating staff:

(a) That an emergency has been declared.

(b) The emergency classification level.

(c) That the Shift Manager (Control Room Supervisor) has assumed the role of Emergency Director.

NOTE

If the event in progress involves a security compromise or security considerations, consult with the Security Shift Supervisor to determine whether ERO members should be directed to report to their respective ERFs or whether some alternate response is appropriate. For example, if the site is not secure, then the ERO could be directed to remain in place or to report to the offsite staging area (Chiltonville) rather than to report directly to the ERFs. The CANS system offers a combination of activation codes that allows the ERO to be notified and directed to respond in various ways (see Attachment 9). The Gaitronics system provides a means to notify onsite personnel of alternate response actions if appropriate.

[2] Conduct initial emergency notifications as follows:

NOTE

In the event the public address system is inoperative during notifications to Station personnel at any time, determine alternate means to disseminate information to plant personnel.

(a) For events which are classified as a General Emergency, complete the General Emergency Notifications Checklist (Attachment 4).

NOTE

If during the declaration process it becomes necessary to upgrade the emergency classification level before the actual initial notification transmittal, do not send simultaneous notifications. Generate and send a new notification form with the appropriate classification level.

(b) For events which are classified as a Site Area Emergency, complete the Site Area Emergency Notifications Checklist (Attachment 3).

(c) For events which are classified as an Alert, complete the Alert Notifications Checklist (Attachment 2).

(d) For events which are classified as an Unusual Event, complete the Unusual Event Notifications Checklist (Attachment 1).

[3] Contact (or direct an assistant to contact) the on-shift Radiation Protection Supervisor/Technician and direct them to review EP-IP-231 and assume the responsibilities of the Onsite Radiological Supervisor for emergency exposure controls until relieved by the on-call Onsite Radiological Supervisor.

[4] The Emergency Plant Operations Supervisor (EPOS) may relieve the Shift Manager as Emergency Director until the on-call Emergency Director assumes responsibility for the position in the EOF.

[5] The on-shift Emergency Director will remain in the Control Room until relieved by the on-call Emergency Director.

5.3 WHILE IN A CLASSIFIED EMERGENCY

[1] As soon as possible, but no later than 1 hour after event classification, ensure that the ENS or a commercial telephone line is continuously staffed with a knowledgeable individual to provide additional event notification and plant information to the NRC.

[2] Continuously review plant status for instances where the ERO is directed to respond to alternate locations (i.e.; Chiltonville staging area or to remain in place) to allow and redirect ERO staff to be released to the primary ERF locations as soon as deemed appropriate and practical.

[3] Continuously review the Emergency Action Levels (Attachment 1 of EP-IP-100.1, Emergency Action Levels) to ensure proper and appropriate event classification.

(a) If the declaration of a higher classification is warranted, conduct initial emergency notifications as follows:

(1) For events which are classified as a General Emergency complete the General Emergency Notifications Checklist (Attachment 4).

NOTE

If during the declaration process it becomes necessary to upgrade the emergency classification level before the actual initial notification transmittal, do not send simultaneous notifications. Generate and send a new notification form with the appropriate classification level.

(2) For events which are classified as a Site Area Emergency, complete the Site Area Emergency Notifications Checklist (Attachment 3).

(3) For events which are classified as an Alert, complete the Alert Notifications Checklist (Attachment 2).

(b) If a higher classification level was met but that classifiable condition no longer exists (a lesser classification level may or may not still be appropriate), refer to Section 5.4 (Transitory Events).

(c) If the emergency conditions support downgrading the classification level, refer to Section 5.5 (Downgrading Emergency Classifications).

(d) If the situation has been controlled and a state of emergency is no longer necessary, refer to Section 5.6 (Transition to Recovery).

[4] Provide periodic updates (hourly or whenever conditions change) to the Commonwealth and local communities using Follow-Up Information Forms (Attachment 6).

[5] As conditions improve and additional personnel and resources become available, certain recovery activities (described in EP-IP-520) may be initiated prior to termination of the emergency.

[6] Turnover of the Emergency Director Position

(a) The offgoing Emergency Director will provide the oncoming Emergency Director with a briefing of the emergency conditions and the status of offsite notifications.

(b) Items contained on the Essential Information Checklist (Attachment 8) will be used to facilitate the turnover briefing as follows:

(1) The offgoing Emergency Director may complete an essential Information Checklist and provide a copy to the oncoming Emergency Director to be used for the turnover briefing.

(2) The oncoming Emergency Director may complete an Essential Information Checklist while covering each item during conduct of the turnover briefing.

(c) Discuss any Protective Action Recommendations issued to offsite agencies as applicable.

5.4 TRANSITORY EVENTS

[1] For situations which begin under non emergency conditions then experience events which ultimately result in a classifiable emergency, enter and execute the following Attachment which corresponds to the appropriate current classification level:

(a) Attachment 1, Unusual Event Notifications Checklist.

(b) Attachment 2, Alert Notifications Checklist.

(c) Attachment 3, Site Area Emergency Notifications Checklist.

[2] For situations which begin under nonemergency conditions, experience events which qualify as a classifiable emergency, and result in conditions which no longer meet a classification level:

(a) Consider the following items prior to entering Recovery:

(1) Conditions no longer meet an Emergency Action Level and it appears unlikely that conditions will deteriorate.

(2) Plant releases of radioactive materials to the environment are under control (within Technical Specifications) or have ceased and the potential for an uncontrolled radioactive release is acceptably low.

(3) The Reactor is in a stable condition and long-term core cooling is available.

(4) Offsite conditions do not unreasonably limit access of outside support to the Station and qualified personnel and support services are available.

(b) Complete and distribute an Initial Notification Form to specify the transitory event classification level and signify entry into Recovery (EAL number 0.0.0.0 is used to signify entry into Recovery).

(c) Exit this Procedure and enter EP-IP-520, *"Transition and Recovery."*

[3] For situations which begin in a classified emergency then experience events which ultimately result in:

(a) A return to the current classification level

Complete and distribute an Initial Notification Form to specify the transitory event classification level and signify return to the current classification level.

NOTE
Transitory events which occur during an emergency cannot directly result in a downgraded classification level or entry into Recovery. These actions must be performed separately.

(b) A lower classification level or no longer meet a classification level

Complete and distribute an Initial Notification Form to specify the transitory event classification level and signify return to the prior classification level.

[4] Return to Section 5.3.

5.5 DOWNGRADING EMERGENCY CLASSIFICATIONS

[1] Once in an Alert or higher classification level, the decision to downgrade below the Alert level shall only be made after the TSC, OSC, and EOF have been activated.

[2] Have the Control Room make the following announcement over the public address system, TWICE:

"Attention all personnel, attention all personnel: The emergency classification level has been downgraded to a/an (applicable classification level)."

[3] Complete and distribute an Initial Notification Form to signify entry into the lower emergency classification level.

[4] Return to Section 5.3.

5.6 TRANSITION TO RECOVERY

[1] If a state of emergency is no longer necessary based on plant status conditions, complete the Termination Checklist (Attachment 7) to determine whether conditions allow termination of the event and entry into Recovery.

[2] If conditions allow for termination of the emergency and entry into Recovery, exit this Procedure and enter EP-IP-520, *"Transition and Recovery"*.

[3] If conditions do not support termination of the emergency and entry into Recovery, continue following the guidance provided in Section 5.3 of this Procedure.

5.7 INITIAL NOTIFICATION FORM DESCRIPTION

NOTE
Upon activation of the EOF, the Control Room and EOF must coordinate the numbering sequence of notifications to ensure consecutive numbers are assigned to notification forms. This function is performed automatically by the automated DNN system.

[1] Form Number: Notification form numbers are assigned sequentially from the start of the emergency. The sequence includes the Initial Notification Form as well as the Follow-Up Information Form.

[2] Block 1: Designation for notifications conducted as part of a drill or exercise versus an actual event.

[3] Block 2: Specifies the time, circumstance, and classification level applicable to the notification form as follows:

(a) The time and date denote the point at which the Emergency Director (or Shift Manager) recognized and formally declared the new event classification level.

(b) The "entered" check box is used when the first Initial Notification Form is completed for an emergency.

(c) The "transitory" check box is used to provide a location to enter the highest classification level which was met during a transitory event.

(d) The "upgraded to" check box is used to provide initial notification of emergencies which require the declaration of a higher classification.

(e) The "downgraded to" check box is used to provide initial notification of emergencies which warrant lowering the classification level.

(f) The classification level boxes are used to indicate the classification applicable to the notification.

[4] Block 3: Provides the applicable EAL number and description for the specified classification level as follows:

(a) For events with more than one EAL in the highest classification level, provide the EAL number for which the event was classified on. Additional EAL numbers may be provided in the description section if desired.

(b) EAL number 0.0.0.0 is used to signify entry into Recovery.

(c) A brief nontechnical description (avoiding abbreviations and acronyms) is provided in enough detail to allow an understanding of the nature of the EAL number (and the transitory event if applicable).

[5] Block 4: Provides indication of an emergency radioactive release and the relative magnitude. If necessary, refer to EP-IP-400, *"Protective Actions"*, to determine whether an emergency release is in progress, whether an emergency release is above protective action guides, and what protective action recommendations are necessary.

[6] Block 5: Provides the most recent meteorological data obtained from any of the available sources.

[7] Block 6: Provides any applicable protective action recommendations made by PNPS ERO personnel as follows

(a) Protective Action Recommendations are only issued by PNPS in a General Emergency. If the classification level is not a General Emergency, the "No Protective Actions Necessary" check box shall be selected.

(b) If MEMA or MDPH representatives are present in the EOF and the classification level is General Emergency, the "Provided to MEMA/MDPH" check box is selected.

(c) If MEMA or MDPH representatives are not present in the EOF and the classification level is General Emergency, the appropriate protective action recommendations check boxes and affected subareas are selected.

[8] Block 7: Indicates the time and date when transmission of the form was begun and the name of the individual performing the transmission.

[9] Block 8: Indicates the time and date when transmission of the form was received and the name of the individual receiving the transmission.

[10] Block 9: Provides the protective action recommendations made by PNPS ERO personnel when MEMA or MDPH representatives are present in the EOF (only applicable for General Emergency classifications).

[11] Block 10: Emergency Director approval signature.

5.8 FOLLOW-UP INFORMATION FORM DESCRIPTION

[1] Form Number: Notification form numbers are assigned sequentially from the start of the emergency. The sequence includes the Initial Notification Form as well as the Follow-Up Information Form.

[2] Block 1: Designation for notifications conducted as part of a drill or exercise versus an actual event.

[3] Block 2: Specifies the time and classification level applicable to the Follow-Up Information Form.

[4] Block 3: Indicates the prevailing trend for conditions at the Station.

[5] Block 4: Provides the applicable EAL number and description for the specified classification level as follows:

(a) For events with more than one EAL in the highest classification level, provide the EAL number for which the event was classified on. Additional EAL numbers may be provided in the description section if desired.

(b) A brief nontechnical description (avoiding abbreviations and acronyms) is provided in enough detail to allow an understanding of the nature of the EAL number.

[6] Block 5: Indicates whether offsite assistance has been requested, the type of assistance, and the reason for the request.

[7] Block 6: Provides indication of an emergency radioactive release and the relative magnitude. If necessary, refer to EP-IP-400, *"Protective Actions"*, to determine whether an emergency release is in progress, whether an emergency release is above protective action guides, and what protective action recommendations are necessary.

[8] Block 7: Provides the most recent meteorological data obtained from any of the available sources.

[9] Block 8: Provides any applicable protective action recommendations made by PNPS ERO personnel as follows:

(a) Protective Action Recommendations are only issued by PNPS in a General Emergency. If the classification level is not a General Emergency, the "No Protective Actions Required" check box shall be selected.

(b) If MEMA or MDPH representatives are present in the EOF and the classification level is General Emergency, the "Provided to MEMA/MDPH" check box is selected.

(c) If MEMA or MDPH representatives are not present in the EOF and the classification level is General Emergency, the appropriate Protective Action Recommendations check boxes and affected subareas are selected.

[10] Block 9: Indicates the time and date when transmission of the form was begun and the name of the individual performing the transmission.

[11] Block 10: Indicates the time and date when transmission of the form was received and the name of the individual receiving the transmission.

[12] Block 11: Provides the protective action recommendations and their bases made by PNPS ERO personnel when MEMA or MDPH representatives are present in the EOF (only applicable for General Emergency classifications).

[13] Block 12: Emergency Director approval signature.

6.0 RECORDS

[1] The following documents are generated as a result of the implementation of this Procedure:

(a) Unusual Event Notifications Checklist

(b) Alert Notifications Checklist

(c) Site Area Emergency Notifications Checklist

(d) General Emergency Notifications Checklist

(e) Essential Information Checklist

(f) Initial Notification Form

(g) Follow-Up Information Form

(h) Termination Checklist

[2] All records shall be forwarded to Emergency Preparedness for final disposition following the termination of the emergency.

7.0 ATTACHMENTS

ATTACHMENT 1 - UNUSUAL EVENT NOTIFICATIONS CHECKLIST

ATTACHMENT 2 - ALERT NOTIFICATIONS CHECKLIST

ATTACHMENT 3 - SITE AREA EMERGENCY NOTIFICATIONS CHECKLIST

ATTACHMENT 4 - GENERAL EMERGENCY NOTIFICATIONS CHECKLIST

ATTACHMENT 5 - SAMPLE - INITIAL NOTIFICATION FORM

ATTACHMENT 6 - SAMPLE - FOLLOW-UP INFORMATION FORM

ATTACHMENT 7- SAMPLE - TERMINATION CHECKLIST

ATTACHMENT 8 - SAMPLE - ESSENTIAL INFORMATION CHECKLIST

ATTACHMENT 9 - ACTIVATION OF THE EMERGENCY RESPONSE ORGANIZATION

ATTACHMENT 10 - CANS ACTIVATION CODES FOR ERO NOTIFICATIONS

ATTACHMENT 11 - LISTING OF PREPREOGRAMMED CANS MESSAGES FOR ERO NOTIFICATIONS

ATTACHMENT 12 - DOCUMENT CROSS-REFERENCES

ATTACHMENT 13 - IDENTIFICATION OF COMMITMENTS

UNUSUAL EVENT

NOTIFICATION OF STATION PERSONNEL

CAUTION

During a security threat it may be advisable **NOT** to sound an alarm.

Ensure appropriate message content is prepared before announcement.

Sound/have the Control Room sound the Operator Recall Alarm and make the following announcement over the public-address system TWICE:

A. "Attention all personnel, attention all personnel: An Unusual Event has been declared due to (*brief description of initiating event*). Members of the Emergency Response Organization *(Choose one:)*

(1) Remain in place.

(2) Report to designated ERFs.

(3) CR/TSC/OSC staff report to Chiltonville staging area and EOF/MC staff report to designated ERFs.

(4) Stand by for further instructions.

All other personnel - *(Choose one:)*

(1) Continue with your present duties until additional instruction is given.

(2) Please leave the site at this time".

B. If there is a localized emergency (for example; high radiation, fire), announce its type and location and instruct personnel to stand clear of this area.

Time Completed: _____

NOTIFICATION OF THE ERO - STANDBY STATUS

Notify or direct notification of the ERO in accordance with Attachment 9, Activation of the Emergency Response Organization.

Time Completed: _____

NOTIFICATION OF STATE AND LOCAL AGENCIES

Within 15 minutes of the event classification transmit an Initial Notification Form (Attachment 5) to the Commonwealth and local authorities.

Time Completed: _____

UNUSUAL EVENT (Continued)

NOTIFICATION OF THE NRC

Inform the NRC of the event classification using the ENS or a commercial telephone (Attachment 5 Step 4).

Time Completed: _____

RETURN TO THE PROCEDURE **(EITHER STEP 5.2[2] OR 5.4[1])**

ALERT

NOTIFICATION OF STATION PERSONNEL

CAUTION

During a security threat it may be advisable **NOT** to sound an alarm.

Ensure appropriate message content is prepared before announcement.

Sound/have the Control Room sound the Operator Recall Alarm and make the following announcement over the public-address system TWICE:

A. "Attention all personnel, attention all personnel: An Alert has been declared due to (*brief description of initiating event*). Members of the Emergency Response Organization - *(Choose one:)*

   (1) Remain in place.

   (2) Report to designated ERFs.

   (3) CR/TSC/OSC staff report to Chiltonville staging area and EOF/MC staff report to designated ERFs.

   All visitors, all nonessential contractor personnel, all declared pregnant females, and all persons with disabilities - *(Choose one:)*

   (1) Remain in place until additional instruction is given.

   (2) Please leave the site at this time."

B. If there is a localized emergency (for example; high radiation, fire), announce its type and location and instruct personnel to stand clear of this area.

C. If there is a potential for an airborne radiological release, consider announcing that there will be no eating, drinking, or smoking until further notice.

Time Completed: _____

NOTIFICATION OF THE ERO - EMERGENCY FACILITY ACTIVATION

Notify or direct notification of the ERO in accordance with Attachment 9, Activation of the Emergency Response Organization.

Time Completed: _____

ALERT (Continued)

NOTIFICATION OF STATE AND LOCAL AGENCIES

Within 15 minutes of the event classification transmit an Initial Notification Form (Attachment 5) to the Commonwealth and local authorities.

Time Completed: _____

NOTIFICATION OF THE NRC

Inform the NRC of the event classification using the ENS or a commercial telephone (Attachment 5 Step 4).

Time Completed: _____

ACTION VERIFICATION

Ensure Security has evacuated and closed public access areas.

Time Completed: _____

RETURN TO THE PROCEDURE **(EITHER STEP 5.2[2], 5.3[3](a), OR 5.4[1])**

SITE AREA EMERGENCY

ASSEMBLY AREA DESIGNATION

Determine the Assembly Area based on meteorological conditions as follows:

Assembly Area	Wind Direction (° from)
☐ Support Building Cafeteria	000°-289° or 324°-360°
☐ Chiltonville Training Center	290°-323°

NOTIFICATION OF SECURITY (IF NOT PREVIOUSLY DONE)

1. Inform Security of the location of the designated Assembly Area and the official declaration time of the Site Area Emergency.
2. Direct Security to ensure that personnel in the Support Building are sent to their assembly area.
3. Direct Security to initiate personnel accountability procedures.
4. Direct Security to verify public access areas are being/have been evacuated.

Time Notified: _____

NOTIFICATION OF STATION PERSONNEL

CAUTION

During a security threat it may be advisable **NOT** to sound an alarm.

Ensure appropriate message content is prepared before announcement.

Consider radiological conditions when preparing to evacuate personnel. If high dose rates will be encountered, it may be better to shelter nonessential personnel on-site.

Sound/have the Control Room sound the Emergency Site Evacuation Alarm and make the following announcement over the public-address system TWICE:

A. **If entering from no event:**
"Attention all personnel, attention all personnel: A Site Area Emergency has been declared due to (*brief description of event*). Members of the Emergency Response Organization - (*Choose one:*)

(1) Remain in place.

(2) Report to designated ERFs.

(3) CR/TSC/OSC staff report to Chiltonville staging area and EOF/MC staff report to designated ERFs.

All other personnel - *(Choose one:)*

(1) Remain in place until additional instruction is given.

(2) Evacuate to *(Assembly Area)*".

Continued on next page

SITE AREA EMERGENCY (Continued)

NOTIFICATION OF STATION PERSONNEL (CONTINUED)

If upgrading from an Unusual Event or Higher:
"Attention all personnel, attention all personnel: A Site Area Emergency has been declared due to (*brief description of event*). Members of the Emergency Response Organization - *(Revise designated response location as deemed appropriate from previous classification or announcement and then choose one:)*

(1) Remain in place.

(2) Report to designated ERFs.

(3) CR/TSC/OSC staff report to Chiltonville staging area and EOF/MC staff report to designated ERFs.

All other personnel - *(Revise designated response location as deemed appropriate from previous classification or announcement and then choose one:)*

(1) Remain in place until additional instruction is given.

(2) Evacuate to *(Assembly Area)*".

B. If there is a localized emergency (for example; high radiation, fire), announce its type and location and instruct personnel to stand clear of this area.

C. If there is a potential for an airborne radiological release, consider announcing that there will be no eating, drinking, or smoking until further notice.

Time Completed: _____

NOTIFICATION OF THE ERO - EMERGENCY FACILITY ACTIVATION

If not already notified, notify or direct notification of the ERO in accordance with Attachment 9, Activation of the Emergency Response Organization.

Time Completed: _____

NOTIFICATION OF STATE AND LOCAL AGENCIES

Within 15 minutes of the event classification transmit an Initial Notification Form (Attachment 5) to the Commonwealth and local authorities.

Time Completed: _____

SITE AREA EMERGENCY (Continued)

NOTIFICATION OF THE NRC

Inform the NRC of the event classification using the ENS or a commercial telephone (Attachment 5 Step 4).

Time Completed: _____

VERIFY ACCOUNTABILITY

Security should report within 30 minutes of declaration of a Site Area Emergency that accountability is complete and provide the names of missing persons, if any. Log the time that accountability was completed.

Time Completed: _____

ACTION VERIFICATION

Ensure Security has evacuated and closed public access areas.

Time Completed: _____

RETURN TO THE PROCEDURE **(EITHER STEP 5.2[2], 5.3[3](a), OR 5.4[1])**

GENERAL EMERGENCY

ASSEMBLY AREA DESIGNATION

Determine the Assembly Area based on meteorological conditions as follows:

Assembly Area	Wind Direction (° from)
☐ Support Building Cafeteria	000°-289° or 324°-360°
☐ Chiltonville Training Center	290°-323°

NOTIFICATION OF SECURITY (IF NOT PREVIOUSLY DONE)

1. Inform Security of the location of the designated Assembly Area and the official declaration time of the General Emergency
2. Direct Security to ensure that personnel in the Support Building are sent to their assembly area.
3. Direct Security to initiate personnel accountability procedures.
4. Direct Security to verify public access areas are being/have been evacuated.

Time Notified: _____

NOTIFICATION OF STATION PERSONNEL

CAUTION

During a security threat it may be advisable **NOT** to sound an alarm.

Ensure appropriate message content is prepared before announcement.

Consider radiological conditions when preparing to evacuate personnel. If high dose rates will be encountered, it may be better to shelter nonessential personnel on-site.

Sound/have the Control Room sound the Emergency Site Evacuation Alarm and make the following announcement over the public-address system TWICE:

A. **If entering from no event:**
"Attention all personnel, attention all personnel: A General Emergency has been declared due to (*brief description of event*). Members of the Emergency Response Organization - (*Choose one:*)

(1) Remain in place.

(2) Report to designated ERFs.

(3) CR/TSC/OSC staff report to Chiltonville staging area and EOF/MC staff report to designated ERFs.

Continued on next page.

GENERAL EMERGENCY (CONTINUED)

NOTIFICATION OF STATION PERSONNEL (CONTINUED)

All other personnel - *(Choose one:)*

(1) Remain in place until additional instruction is given.

(2) Evacuate to *(Assembly Area)*.

There will be no eating, drinking, or smoking until further notice."

If upgrading from an Unusual Event or Higher:
"Attention all personnel, attention all personnel: A General Emergency has been declared due to (*brief description of event*). Members of the Emergency Response Organization - *(Revise designated response location as deemed appropriate from previous classification or announcement and then choose one:)*

(1) Remain in place.

(2) Report to designated ERFs.

(3) CR/TSC/OSC staff report to Chiltonville staging area and EOF/MC staff report to designated ERFs.

All other personnel - *(Revise designated response location as deemed appropriate from previous classification or announcement and then choose one:)*

(1) Remain in place until additional instruction is given.

(2) Evacuate to *(Assembly Area)*.

There will be no eating, drinking, or smoking until further notice".

B. If there is a localized emergency (for example; high radiation, fire), announce its type and location and instruct personnel to stand clear of this area.

Time Completed: _____

NOTIFICATION OF THE ERO - EMERGENCY FACILITY ACTIVATION

If not already notified, notify or direct notification of the ERO in accordance with Attachment 9, Activation of the Emergency Response Organization.

Time Completed: _____

NOTIFICATION OF STATE AND LOCAL AGENCIES

Within 15 minutes of the event classification transmit an Initial Notification Form (Attachment 5) to the Commonwealth and local authorities. Protective Action Recommendations issued in accordance with EP-IP-400 are mandatory for a General Emergency classification.

Time Completed: _____

NOTIFICATION OF THE NRC

Inform the NRC of the event classification using the ENS or a commercial telephone (Attachment 5 Step 4).

Time Completed: _____

VERIFY ACCOUNTABILITY

If not previously done, Security should report within 30 minutes of declaration of a General Emergency that accountability is complete and provide the names of missing persons, if any. Log the time that accountability was completed.

Time Completed: _____

ACTION VERIFICATION

Ensure Security has evacuated and closed public access areas.

Time Completed: _____

RETURN TO THE PROCEDURE **(EITHER STEP 5.2[2] OR 5.3[3](a))**

AUTOMATED DNN SYSTEM
INITIAL NOTIFICATION FORM TRANSMISSION INSTRUCTIONS

NO: _____

(Check off the boxes as steps are completed.)

Step 1: TRANSMIT THE FORM

- ☐ Click on the "DNN" icon on the automated DNN system desktop and follow onscreen prompts. *If the automated DNN system is not available, go to sheet 2 and implement backup notification instructions.*
- ☐ Verify Blocks 1 - 7 are complete and hard copy is printed out and approved by signature. *For guidance on individual Block descriptions, refer to EP-IP-100.*
- ☐ Press the onscreen "Submit" button and record the onscreen "Notification Initiated" time/date in Block 7 of the hard copy.

Step 2: VERIFY THE NOTIFICATION

- ☐ Select the onscreen "Reports" drop-down menu and view the latest notification report, or retrieve the "Response Report" hard copy from the DNN fax machine.
- ☐ Verify the following locations have responded to the notification:

☐ Middleboro State Police	☐ Carver	☐ Marshfield
☐ Framingham MEMA	☐ Duxbury	☐ Plymouth
☐ Bridgewater	☐ Kingston	☐ Taunton

- ☐ Contact locations that have not responded to the notification via BECONS or commercial telephone and read the information in Block 1 through Block 6.

Step 3: NOTIFY THE NRC

- ☐ Using the ENS or commercial phone, read the information in Blocks 1 through 6.

Name of Contact: _____ Time: _____

Step 4: ORGANIZE THE REPORT

- ☐ Obtain the printed report(s) from the DNN fax machine and staple to this form.
- ☐ Inform the Emergency Director that transmission was completed at time:_____

COMPLETED BY: _____ Time: _____
Signature of person making notifications

BACKUP INITIAL NOTIFICATION FORM TRANSMISSION INSTRUCTIONS **NO: _____**
(Check off the boxes as steps are completed.)

Step 1: VERIFY THE FORM

☐ Verify Blocks 1 - 6 are complete, release is approved by signature, and then fill out Block 7 of the form. *For guidance on individual Block descriptions, refer to EP-IP-100.*

Step 2: CONTACT THE COMMONWEALTH AND LOCAL OFFICIALS

If notification is made on anything other than dedicated communication links (e.g., BECONS), request a verification callback.

☐ Pick up the BECONS handset, transmit an "all-call" signal, and read the following message twice:

"Attention, attention. Please stand by for a roll call."

☐ Perform a roll call and check off the responding locations as they are identified:

☐ Middleboro State Police	☐ Carver	☐ Marshfield
☐ Framingham MEMA	☐ Duxbury	☐ Plymouth
☐ Bridgewater	☐ Kingston	☐ Taunton

☐ Read the following message twice:

"This is the Pilgrim Nuclear Power Station. Please obtain a blank Initial Notification Form and stand by for initial notification data."

Step 3: TRANSMIT THE DATA

☐ Read the information in Block 1 through Block 6.

☐ Tell those parties who have complete information to hang up, then provide missing information to remaining parties.

☐ Contact locations not answering roll call via commercial telephone (speed-dialer) and read the information in Block 1 through Block 6.

Step 4: NOTIFY THE NRC

☐ Using the ENS or commercial phone, read the information in Blocks 1 through 6.

Name of Contact: _____ Time: _____

Step 5: ORGANIZE THE REPORT

☐ Obtain the printed report from the BECONS printer and staple it to this form.

☐ Inform the Emergency Director that transmission was completed at time:_____

COMPLETED BY: _____ Time: _____
Signature of person making notifications

PILGRIM NUCLEAR POWER STATION

INITIAL NOTIFICATION FORM

No. ____

1 THIS IS: ☐ A DRILL ☐ **AN ACTUAL EVENT**

2 AS OF: ____ ____ (time / date) PILGRIM NUCLEAR POWER STATION HAS:

- ☐ ENTERED:
- ☐ HAD A TRANSITORY _____ THEN ENTERED:
- ☐ UPGRADED TO:
- ☐ DOWNGRADED TO:

- ☐ AN UNUSUAL EVENT
- ☐ AN ALERT
- ☐ A SITE AREA EMERGENCY
- ☐ A GENERAL EMERGENCY
- ☐ RECOVERY

3 EAL No. ___.___.___.___ BRIEF DESCRIPTION OF EVENT:

_____

_____

_____

_____

4 EMERGENCY RADIOACTIVE RELEASE:

☐ **IS** ☐ **IS NOT** .....IN PROGRESS

☐ **IS ABOVE** ☐ **IS BELOW** .....PROTECTIVE ACTION GUIDES

5 METEOROLOGICAL DATA AS OF _____ :

WIND DIRECTION FROM _____° TO _____° AT _____ mph

6 PNPS's PROTECTIVE ACTION RECOMMENDATIONS (PARs):

☐ NO PROTECTIVE ACTIONS NECESSARY

GENERAL EMERGENCY AND MEMA/MDPH ARE PRESENT IN THE EOF:

☐ PROVIDED TO MEMA/MDPH

GENERAL EMERGENCY AND MEMA/MDPH ARE NOT PRESENT IN THE EOF:

☐ SHELTER SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11

☐ EVACUATE SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11 12 (circle the affected subareas)

7 NOTIFICATION INITIATED ____ ____ (time / date) BY _____ (name)

8 NOTIFICATION RECEIVED ____ ____ (time / date) BY _____ (name)

INITIAL NOTIFICATION FORM (Cont.)

No.

NOTE

DO NOT TRANSMIT THIS SHEET OVER DNN

9 **APPLICABLE ONLY IN A GENERAL EMERGENCY**
PILGRIM STATION'S PROTECTIVE ACTION RECOMMENDATIONS GIVEN TO MEMA/MDPH REPRESENTATIVES IN THE EMERGENCY OPERATIONS FACILITY (circle the affected subareas):

☐ SHELTER SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11

☐ EVACUATE SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11 12

10 EMERGENCY DIRECTOR REVIEW AND APPROVAL:

THE EMERGENCY DIRECTOR SHALL REVIEW AND SIGN THESE FORMS INDICATING VERIFICATION OF AND APPROVAL FOR INFORMATION RELEASE AND PROTECTIVE ACTION RECOMMENDATION (if given).

APPROVED FOR RELEASE: _____
Emergency Director's Signature

AUTOMATED DNN SYSTEM NO: _____
FOLLOW-UP INFORMATION FORM TRANSMISSION INSTRUCTIONS
(Check off the boxes as steps are completed.)

Step 1: TRANSMIT THE FORM

- ☐ Click on the "DNN" icon on the automated DNN system desktop and follow onscreen prompts. *If the automated DNN system is not available, go to sheet 2 and implement backup notification instructions.*
- ☐ Verify Blocks 1 - 8 are complete and hard copy is printed out and approved by signature. *For guidance on individual Block descriptions, refer to EP-IP-100.*
- ☐ Press the onscreen "Submit" button and record the onscreen "Notification Initiated" time/date in Block 9 of the hard copy.

Step 2: VERIFY THE NOTIFICATION

- ☐ Select the onscreen "Reports" drop-down menu and view the latest notification report, or retrieve the "Response Report" hard copy from the DNN fax machine.
- ☐ Verify the following locations have responded to the notification:

☐ Middleboro State Police	☐ Carver	☐ Marshfield
☐ Framingham MEMA	☐ Duxbury	☐ Plymouth
☐ Bridgewater	☐ Kingston	☐ Taunton

- ☐ Contact locations that have not responded to the notification via BECONS or commercial telephone and read the information in Block 1 through Block 8.

Step 3: NOTIFY THE NRC

- ☐ Using the ENS or commercial phone, read the information in Blocks 1 through 8.

Name of Contact: _____ Time: _____

Step 4: ORGANIZE THE REPORT

- ☐ Obtain the printed report(s) from the DNN fax machine and staple to this form.
- ☐ Inform the Emergency Director that transmission was completed at time:_____

COMPLETED BY: _____ Time: _____
Signature of person making notifications

BACKUP FOLLOW-UP INFORMATION FORM TRANSMISSION INSTRUCTIONS No:_____
(Check off the boxes as steps are completed.)

Step 1: VERIFY THE FORM

- ☐ Verify Blocks 1 - 8 are complete, release is approved by signature, and then fill out Block 9 of the form. *For guidance on individual Block descriptions, refer to EP-IP-100.*

Step 2: CONTACT THE COMMONWEALTH AND LOCAL OFFICIALS

If notification is made on anything other than dedicated communication links (e.g., BECONS), request a verification callback.

- ☐ Pick up the BECONS handset, transmit an "all-call" signal, and read the following message twice:

  "Attention, attention. Please stand by for a roll call."

- ☐ Perform a roll call and check off the responding locations as they are identified:

☐ Middleboro State Police	☐ Carver	☐ Marshfield
☐ Framingham MEMA	☐ Duxbury	☐ Plymouth
☐ Bridgewater	☐ Kingston	☐ Taunton

- ☐ Read the following message twice:

"This is the Pilgrim Nuclear Power Station. Please obtain a blank Follow-Up Information Form and stand by for follow-up information data."

Step 3: TRANSMIT THE DATA

- ☐ Read the information in Block 1 through Block 8.
- ☐ Tell those parties who have complete information to hang up, then provide missing information to remaining parties.
- ☐ Contact locations not answering roll call via commercial telephone (speed-dialer) and read the information in Block 1 through Block 8.

Step 4: NOTIFY THE NRC

- ☐ Using the ENS or commercial phone, read the information in Blocks 1 through 8.

  Name of Contact: _____ Time: _____

Step 5: ORGANIZE THE REPORT

- ☐ Obtain the printed report from the BECONS printer and staple it to this form.
- ☐ Inform the Emergency Director that transmission was completed at time:_____

COMPLETED BY: _____ Time: _____
Signature of person making notifications

PILGRIM NUCLEAR POWER STATION

FOLLOW-UP INFORMATION FORM

No. ____

1 THIS IS: ☐ A DRILL ☐ **AN ACTUAL EVENT**

2 AS OF: ____ ____ PILGRIM NUCLEAR POWER STATION IS STILL AT A:
time date

☐ UNUSUAL EVENT ☐ ALERT ☐ SITE AREA EMERGENCY ☐ GENERAL EMERGENCY

3 STATION CONDITIONS ARE: ☐ IMPROVING ☐ STABLE ☐ DEGRADING

4 EAL No. ___.___.___.___ BRIEF DESCRIPTION OF EVENT:

_____
_____
_____
_____

5 OUTSIDE ASSISTANCE: ☐ **HAS** ☐ **HAS NOT** BEEN REQUESTED

☐ AMBULANCE
☐ FIRE DEPARTMENT
☐ POLICE
☐ OTHER (Specify)

REASON FOR OUTSIDE ASSISTANCE:
_____
_____
_____

6 EMERGENCY RADIOACTIVE RELEASE:

☐ **IS** ☐ **IS NOT** .....IN PROGRESS

☐ **IS ABOVE** ☐ **IS BELOW** .....PROTECTIVE ACTION GUIDES

7 METEOROLOGICAL DATA AS OF _____:

STABILITY CLASS ____ WIND DIRECTION FROM _____° TO _____° AT _____ mph

8 PNPS's PROTECTIVE ACTION RECOMMENDATIONS (PARs):

☐ NO PROTECTIVE ACTIONS REQUIRED

GENERAL EMERGENCY AND MEMA/MDPH ARE PRESENT IN THE EOF:

☐ PROVIDED TO MEMA/MDPH

GENERAL EMERGENCY AND MEMA/MDPH ARE NOT PRESENT IN THE EOF:

☐ SHELTER SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11

☐ EVACUATE SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11 12 (circle the affected subareas)

9 NOTIFICATION INITIATED ____ ____ BY ____
time date name

10 NOTIFICATION RECEIVED ____ ____ BY ____
time date name

FOLLOW-UP INFORMATION FORM (Cont.)

No. ____

NOTE

DO NOT TRANSMIT THIS SHEET OVER DNN

11 **APPLICABLE ONLY IN A GENERAL EMERGENCY**

PILGRIM STATION'S PROTECTIVE ACTION RECOMMENDATION GIVEN TO MEMA/MDPH REPRESENTATIVES IN THE EMERGENCY OPERATIONS FACILITY (circle the affected subareas):

☐ SHELTER SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11

☐ EVACUATE SUBAREA(s) 1 2 3 4 5 6 7 8 9 10 11 12

SINCE PREVIOUS NOTIFICATION, THIS RECOMMENDATION HAS:

☐ CHANGED ☐ REMAINED THE SAME

THIS RECOMMENDATION IS BASED ON:

☐ PLANT CONDITIONS ☐ PROJECTED RELEASE ☐ ACTUAL RELEASE

12 EMERGENCY DIRECTOR REVIEW AND APPROVAL:

THE EMERGENCY DIRECTOR SHALL REVIEW AND SIGN THIS FORM INDICATING VERIFICATION OF AND APPROVAL FOR INFORMATION RELEASE AND PROTECTIVE ACTION RECOMMENDATION (if given).

APPROVED FOR RELEASE: _____

Emergency Director's Signature

TERMINATION CHECKLIST

		True	False
1.	Conditions no longer meet an Emergency Action Level and it appears unlikely that conditions will deteriorate. List any EAL(s) which is/are still exceeded and a justification as to why a state of emergency is no longer applicable: EAL Justification _____ _____ _____ _____ _____ _____	☐	☐
2.	Plant releases of radioactive materials to the environment are under control (within Technical Specifications) or have ceased and the potential for an uncontrolled radioactive release is acceptably low.	☐	☐
3.	The radioactive plume has dissipated and plume tracking is no longer required. The only environmental assessment activities in progress are those necessary to determine the extent of deposition resulting from passage of the plume.	☐	☐
4.	In-plant radiation levels are stable or decreasing, and acceptable given the plant conditions.	☐	☐
5.	The reactor is in a stable shutdown condition and long-term core cooling is available.	☐	☐
6.	The integrity of the Reactor Containment Building is within Technical Specifications limits.	☐	☐
7.	The operability and integrity of radioactive waste systems, decontamination facilities, power supplies, electrical equipment, and plant instrumentation including radiation monitoring equipment are acceptable.	☐	☐
8.	Any fire, flood, earthquake, or similar emergency condition or threat to security no longer exists.	☐	☐
9.	Any contaminated, injured person has been treated and/or transported to a medical care facility.	☐	☐

TERMINATION CHECKLIST (CONTINUED)

		True	False
10.	All notifications required by the event procedures have been made.	☐	☐
11.	Offsite conditions do not unreasonably limit access of outside support to the Station and qualified personnel and support services are available.	☐	☐
12.	Discussions have been held with federal, Commonwealth, and local agencies and agreement has been reached and coordination established to terminate the emergency.	☐	☐

It is not necessary that all responses listed above be "TRUE"; however, all items must be considered prior to event termination and entry into Recovery. For example, it is possible that some conditions remain which exceed an Emergency Action Level following a severe accident but entry into Recovery is appropriate. Additionally, other significant items not included on this list may warrant consideration such as severe weather.

Comments:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Approved: _____ Date/Time: _____
Emergency Director

ESSENTIAL INFORMATION CHECKLIST

☐ **Initial Message** ☐ **Update**

Date: _____ Time: _____ am/pm

Person Providing Information:

Name: _____

Location: _____

Phone: _____

1) Classification or Status

Time Declared: _____ am/pm

☐ Off-Normal Event/Non-Emergency Response
☐ Unusual Event
☐ Alert
☐ Site Area Emergency
☐ General Emergency
☐ Recovery

Security Event? ☐ Yes ☐ No

2) Brief Summary of Event and Mitigating Actions in Progress

_____
_____
_____
_____
_____
_____
_____
_____

3) Plant Conditions

☐ On-Line ☐ Off-Line
☐ Stable ☐ Unstable
☐ At Power ☐ Cooling Down
☐ Cold Shutdown

Time of Reactor Shutdown: _____ am/pm

☐ Improving ☐ Same ☐ Deteriorating

Describe equipment, instrument, or other problems:

_____
_____
_____
_____
_____

4) Radiological Conditions

Emergency Radioactive Release Status:

☐ None ☐ Imminent ☐ In Progress
☐ Controlled ☐ Uncontrolled
☐ Below PAGs ☐ Above PAGs

Projected Release Duration: _____ hr(s)

Offsite Protective Actions:

☐ None Issued
☐ Provided to Commonwealth

Onsite Protective Actions:

☐ None
☐ Potassium Iodide
☐ Evacuation of Nonessential Personnel
☐ Other: _____

5) Site Personnel

Injuries: How Many_____ ☐ No ☐ Yes
Contamination: ☐ No ☐ Yes
Overexposure: ☐ No ☐ Yes
☐ Minor ☐ Major

Nature of injuries or contamination:

_____
_____
_____
_____

6) Offsite Agency Notification

NRC Time: _____ am/pm
MEMA Time: _____ am/pm
MDPH Time: _____ am/pm
Local (last town) Time: _____ am/pm

7) Offsite Assistance Requested

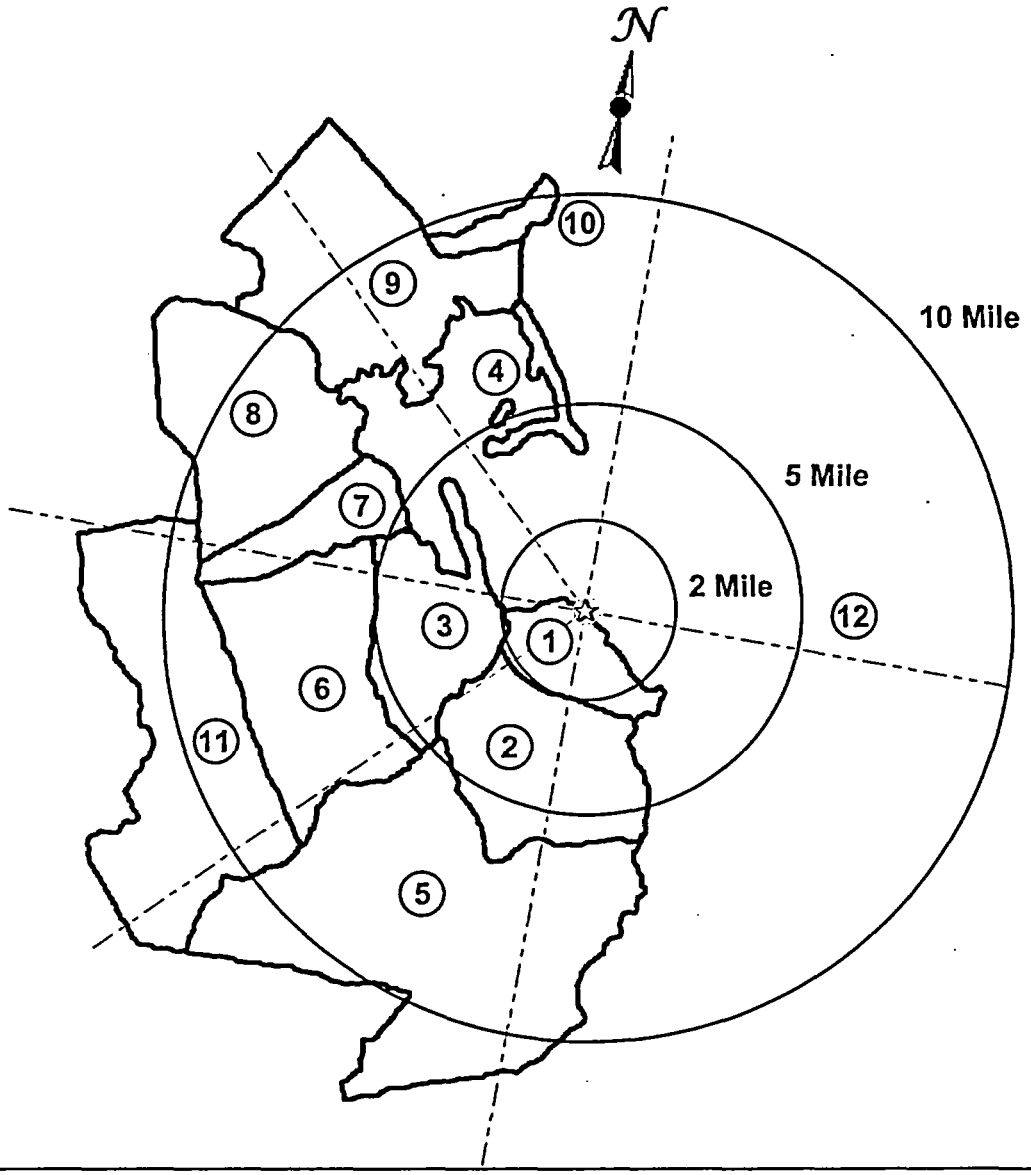
☐ None ☐ Fire Department
☐ Police ☐ Ambulance
☐ Other: _____

8) News Media Notification

☐ None
☐ Draft News Release
☐ News Release Approved
☐ Press Conference

9) Signature and Title

ESSENTIAL INFORMATION CHECKLIST



Additional Information:

ACTIVATION OF THE EMERGENCY RESPONSE ORGANIZATION

1.0 ERO Notification Using CANS

1.1 Description

[1] The CANS system is now capable of transmitting more detailed information to the ERO including:

- Nature of event (Unusual Event, Alert, Site Area Emergency, General Emergency, Non-Emergency Response)
- Whether or not a security event is in progress
- How and where the ERO is requested to respond

[2] CANS information is sent as a three digit code followed by a detailed text message. Therefore, consideration must be given to conditions (security, weather) at the site and the desired response destination before CANS is activated.

[3] CANS is also capable of transmitting notification of "Non-Emergency Response" which is not a declared emergency. "Non-Emergency Response" can be used by the Shift Manager to place the entire ERO on a state of heightened readiness with or without directions to respond to the ERFs, the staging area (Chiltonville), or to remain in place.

1.2 CANS Notification Instructions

NOTES

If at any time CANS cannot be contacted or does not respond as indicated, go to Section 2.0 (Notification Using Group Pages if CANS Fails) in this Attachment.

If the individual activating CANS is not the Shift Manager, Control Room Supervisor, Shift Control Room Engineer, or the Operations Assistant, it is necessary for the individual to obtain a security code (Social Security number) from one of these individuals.

In the event of a security incident, the Shift Manager or Emergency Director and Security Shift Supervisor should be consulted to determine appropriate CANS three digit activation code and text message.

[1] Obtain the correct preprogrammed CANS three digit activation code to be sent to the ERO. (See Attachment 10 and Attachment 11 for instructions on preprogrammed CANS activation codes and listing of preprogrammed CANS text messages, respectively.)

[2] Obtain the phone number for CANS from the Immediate Notification section of the PNPS Emergency Telephone Directory.

[3] Attempt to contact CANS using any touch-tone phone line.

[4] Listen for the introductory message and enter your security code (Social Security number) upon request followed by the # sign.

NOTE

For activation of the ERO for drills and exercise, precede the CANS three digit activation codes with DRILL (37455 on telephone keypad). For example, for a drill CANS three digit code of 501, enter DRILL501 (37455501) as the ERO CANS activation code.

[5] Listen for verbal prompt and enter the proper CANS three digit activation code. (The codes are available from Attachment 10.)

[6] If you are NOT satisfied with the CANS message, press the # sign to re-enter the CANS three digit activation code.

OR

If you are satisfied, hang up the phone to start the notification process.

[7] Verify CANS operability by either checking the emergency pager located in the Shift Manager's office or any other pager carried by individuals in the area. Ensure that the pager is activated and indicates the proper CANS message. Allow approximately 5 minutes for CANS to activate the pager.

NOTE

If communication is established with the EOF prior to initiation of Step [8], Step [8] may be omitted.

[8] If the Emergency Operations Facility has not contacted the Control Room after approximately 35 to 40 minutes from the time the Control Room pager has activated, check on-call personnel response in the following manner:

(a) Obtain the CANS phone number from the Immediate Notification section of the PNPS Emergency Telephone Directory.

(b) Contact CANS using any available touch-tone phone. If no contact is made, pause and try again.

(c) Listen for the introductory message and enter your security code (Social Security number) when requested, followed by the # sign.

(d) When prompted, enter '3' for the status of the CANS notification scenario.

(e) Retrieve the CANS report from the DNN facsimile machine and review the list for unfilled positions.

(f) Repeat Steps (a) through (e) above as often as necessary to keep apprised of the notification process.

2.0 Notification Using Group Pages If CANS Fails

NOTE

If contact with the paging system cannot be made or the paging system does not respond as indicated, go to Section 3.0 (Notification Using Telephones If Both CANS And The Paging System Fail) of this Attachment.

[1] Obtain the ERO pager PIN and the access telephone number from the Immediate Notification section of the PNPS Emergency Telephone Directory.

[2] Contact the paging system by dialing the access telephone number.

[3] Upon contact, listen for the verbal prompt to enter the PIN number. When prompted, enter the ERO pager PIN, followed by the # sign. If the verbal prompt is not heard, repeat Step [2].

[4] Listen for the verbal prompt to enter display message. When prompted, enter the proper code for present emergency classification. (The codes are available from Attachment 10.)

[5] Press the # sign to complete the entry.

3.0 Notification Using Telephones If Both CANS And The Paging System Fail

[1] Request the Shift Manager or Emergency Director to inform Security at the Primary Access Control Point to notify the Emergency Response Organization using the PNPS Emergency Telephone Directory and commercial telephone lines in accordance with EP-IP-240.

[2] In the event of a security event and Security at the Primary Access Control Point is not available to notify the ERO using the PNPS Emergency Telephone Directory, then do the following actions:

(a) Call out one Logistics Supervisor using the PNPS Emergency Telephone Directory. When contact is made, ask if any alcoholic beverage has been consumed within the last 5 hours. If the individual answers YES, inform them that an alternate shall be contacted. If the individual answers NO, inform them to report to the EOF and of the activation code to implement manual (verbal) notification of the Emergency Response Organization using the PNPS Emergency Telephone Directory and commercial telephone lines in accordance with EP-IP-240.

[3] Call out one individual for each of the following emergency positions using the PNPS Emergency Telephone Directory. When contact is made, ask if any alcoholic beverage has been consumed within the last 5 hours. If the individual answers YES, inform them that an alternate shall be contacted. If the individual answers NO, inform them of the event and that CANS and the pager system have failed. Record the name and response time below.

Emergency Director (EOF)	
_____	_____
Name	Response Time (min.)

Emergency Plant Manager (TSC/OSC)	
_____	_____
Name	Response Time (min.)

Emergency Offsite Manager (EOF)	
_____	_____
Name	Response Time (min.)

CANS ACTIVATION CODES FOR ERO NOTIFICATIONS

This Attachment is to be used as a procedural aide to choose the appropriate preprogrammed CANS activation codes to notify the ERO of an event at PNPS.

[1] Use the table below to choose the appropriate CANS three digit activation code as follows:

(a) Choose one value from the column labeled "1st digit" that corresponds to the declaration in effect.

(b) Choose one value from the column labeled "2nd digit" that corresponds to whether or not a security event has been identified.

(c) Choose one value from the column labeled "3rd digit" that corresponds to the response required of the ERO.

[2] Record CANS three digit activation code to be activated:

1st digit: _____ 2nd digit: _____ 3rd digit: _____

CANS ACTIVATION CODE TABLE

Nature of Event	1st digit
Unusual Event	1
Alert	2
Site Area Emergency	3
General Emergency	4
Non-Emergency Response	5

Security Event (N/Y)	2nd digit
No	0
Yes	1

ERO Response Requested	3rd digit
Notification Only – no response	1
All ERO staff should respond to their assigned Emergency Response Facilities	2
CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.	3
ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.	4

Termination of Event: 000

[3] The three digit code is then used to activate the CANS system which will send the appropriate, corresponding preprogrammed message to pager holders. This will include directing onsite ERO staff including the Control Room, the Technical Support Center, and the Operational Support Center to report to their respective ERFs, the staging area at Chiltonville, or to remain in place.

LISTING OF PREPROGRAMMED CANS MESSAGES FOR ERO NOTIFICATIONS

This Attachment is to be used as a procedural aide to show the various listings of preprogrammed CANS messages that may be used for ERO notifications.

CANS Code	CANS TEXT MESSAGE
000	Termination of Event

NON-EMERGENCY RESPONSE MESSAGES	
CANS Code	CANS TEXT MESSAGE
501	PNPS has declared a Non-Emergency Response. This is NOT a security incident. This message is for notification only - no response is required.
502	PNPS has declared a Non-Emergency Response. This is NOT a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
503	PNPS has declared a Non-Emergency Response. This is NOT a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO Staff should NOT report to the site.
504	PNPS has declared a Non-Emergency Response. This is NOT a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.
511	PNPS has declared a Non-Emergency Response. This is a security incident. This message is for notification only - no response is required.
512	PNPS has declared a Non-Emergency Response. This is a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
513	PNPS has declared a Non-Emergency Response. This is a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
514	PNPS has declared a Non-Emergency Response. This is a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.

LISTING OF PREPROGRAMMED CANS MESSAGES FOR ERO NOTIFICATIONS

UNUSUAL EVENT MESSAGES	
CANS Code	CANS TEXT MESSAGE
101	PNPS has declared an Unusual Event. This is NOT a security incident. This message is for notification only - no response is required.
102	PNPS has declared an Unusual Event. This is NOT a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
103	PNPS has declared an Unusual Event. This is NOT a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
104	PNPS has declared an Unusual Event. This is NOT a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.
111	PNPS has declared an Unusual Event. This is a security incident. This message is for notification only - no response is required.
112	PNPS has declared an Unusual Event. This is a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
113	PNPS has declared an Unusual Event. This is a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
114	PNPS has declared an Unusual Event. This is a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.

LISTING OF PREPROGRAMMED CANS MESSAGES FOR ERO NOTIFICATIONS

ALERT MESSAGES	
CANS Code	CANS TEXT MESSAGE
202	PNPS has declared an Alert. This is NOT a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
203	PNPS has declared an Alert. This is NOT a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
204	PNPS has declared an Alert. This is NOT a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.
212	PNPS has declared an Alert. This is a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
213	PNPS has declared an Alert. This is a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
214	PNPS has declared an Alert. This is a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.

LISTING OF PREPROGRAMMED CANS MESSAGES FOR ERO NOTIFICATIONS

SITE AREA EMERGENCY MESSAGES	
CANS Code	CANS TEXT MESSAGE
302	PNPS has declared a Site Area Emergency. This is NOT a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
303	PNPS has declared a Site Area Emergency. This is NOT a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
304	PNPS has declared a Site Area Emergency. This is NOT a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.
312	PNPS has declared a Site Area Emergency. This is a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
313	PNPS has declared a Site Area Emergency. This is a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
314	PNPS has declared a Site Area Emergency. This is a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.

LISTING OF PREPROGRAMMED CANS MESSAGES FOR ERO NOTIFICATIONS

GENERAL EMERGENCY MESSAGES	
CANS Code	CANS TEXT MESSAGE
402	PNPS has declared a General Emergency. This is NOT a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
403	PNPS has declared a General Emergency. This is NOT a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
404	PNPS has declared a General Emergency. This is NOT a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.
412	PNPS has declared a General Emergency. This is a security incident. All ERO staff should respond to their assigned Emergency Response Facilities.
413	PNPS has declared a General Emergency. This is a security incident. CR/TSC/OSC staff should respond to the staging area (Chiltonville). EOF/MC staff should report to the EOF/MC. ERO staff should NOT report to the site.
414	PNPS has declared a General Emergency. This is a security incident. ERO staff should remain in place if onsite. CR/TSC/OSC staff should report to the staging area if offsite. EOF/MC staff should report to the EOF/MC if offsite. ERO staff should NOT report to the site.

DOCUMENT CROSS-REFERENCES

This Attachment lists those documents, other than source documents, which may be affected by changes to this Procedure.

Document Number	Document Title
EP-IP-400	Protective Action Recommendations
EP-IP-520	Transition and Recovery
EP-AD-600*	EAL Technical Bases Document
PNPS 2.1.27	Drywell Temperature Indication
PNPS 5.3.20	Alternate Borate Injection
----	EAL Wall Chart

* Any revision to Emergency Action Levels (EALs) shall require a corresponding revision to EP-AD-600.

IDENTIFICATION OF COMMITMENTS

This Attachment lists those external commitments (i.e., NRC commitments, QAA audit findings, and INPO inspection items) implemented in this Procedure.

Reference Document	Commitment	Affected Section(s)/Step(s)
NRC Inspection Finding 81-15-34	Develop and implement a system for use by the Control Room staff to aid in promptly classifying events.	Att. 1 of EP-IP-100.1, EAL Chart
NRC Inspection Finding 81-15-35	Provide EALs which include specific and observable Control Room instrument readings for each EAL corresponding to the respective initiating condition.	Att. 1 of EP-IP-100.1
NRC Inspection Finding 81-15-35, 84-41-02, 86-33-01	Provide EALs which address and conform to all pertinent initiating conditions contained in Appendix 1 of NUREG-0654.	Att. 1 of EP-IP-100.1
NRC Inspecting Finding 81-15-36	Revise the offsite notification procedures to specify protective action recommendations in the notification messages.	Att. 5
NRC Inspecting Finding 81-15-41	Revise the communication procedures to ensure (verify) correct transmission.	Att. 5 & 6
NRC Inspection Finding 84-05-04	Provide EALs based on field monitoring results and on the methods used if the effluent and containment monitors are inoperable or off-scale.	Att. 1 of EP-IP-100.1 (Category 5.2)
NRC Inspection Finding 84-41-01	Revise the EAL on hurricane wind speed to reflect the National Weather Service definition for hurricanes.	Att. 1 of EP-IP-100.1 (EAL 7.4.1.1)
NRC Inspecting Finding 84-41-06	Review the offsite notification procedure and make appropriate changes to provide a high probability of completing offsite notification.	Att 5 & 6
QAA Audit Report 87-48 DR 1723, Issue 1	Include in the EALs all initiating conditions in Appendix 1 of NUREG-0654.	Att. 1 of EP-IP-100.1
QAA Audit Report 87-48 DR 1723, Item 4	Ensure public access areas are closed at an Alert or above.	Att. 2, 3, 4
NRC Inspection Report 50-293/88-28 Item 2.4 and 7.4.2.3	Provide further clarification and quantification for earthquake EALs.	Att. 1 of EP-IP-100.1 (EAL 7.4.2.2)
	Modifications to transmitted portions of Initial Notification and Follow-Up Information Form shall be reviewed with the Commonwealth.	