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EMERGENCY PLAN-POSITION SPECIFIC PROCEDURE

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CATEGORY: PROCEDURES   TYPE: EP
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PROCEDURE COVER SHEET

PPL SUSQUEHANNA, LLC	NUCLEAR DEPARTMENT PROCEDURE	
EMERGENCY DIRECTOR, CONTROL ROOM: Emergency Plan Position-Specific Instruction ADHERENCE LEVEL: REFERENCE USE		EP-PS-100 Revision 19 Page 1 of 4

QUALITY CLASSIFICATION: ( ) QA Program (X) Non-QA Program	APPROVAL CLASSIFICATION: ( ) Plant ( ) Non-Plant (X) Instruction

EFFECTIVE DATE: _/2-1ʒ-2003_

PERIODIC REVIEW FREQUENCY: ___Two Years___

PERIODIC REVIEW DUE DATE: _/2-1ʒ-2005_

RECOMMENDED REVIEWS:
    All

Procedure Owner: ___Nuclear Emergency Planning___

Responsible Supervisor: ___Manager-Nuclear Operations___

Responsible FUM: ___Supv.-Nuclear Emergency Planning___

Responsible Approver: ___V.P.-Nuclear Operations___

EMERGENCY DIRECTOR (ED) - CONTROL ROOM: Emergency Plan Position-Specific Procedure

WHEN:	Anytime a non-routine event is occurring
HOW NOTIFIED:	On shift
REPORT TO:	Duty Manager
WHERE TO REPORT:	Control Room

OVERALL DUTY:

Take charge of the plant from the Control Room during an emergency condition, assigning duties and directing operations as necessary to return to a safe plant condition (NDAP-QA-300).

MAJOR TASKS:	TAB:	REVISION:
Classify the emergency as conditions indicate.	TAB A	9
Manage the UNUSUAL EVENT.	TAB B	18
Manage the ALERT EMERGENCY.	TAB C	16
Manage the SITE AREA EMERGENCY.	TAB D	18
Manage the GENERAL EMERGENCY.	TAB E	17
Manage the Site Specific Security threats or other Security EAL conditions.	TAB G	5
Determine if there is a non-routine Radiological Release in Progress.	TAB H	0

SUPPORTING INFORMATION:	TAB:
Emergency Telephone Instructions	TAB 1
Emergency Organization	TAB 2
Brief Non-Technical Description of EAL's	TAB 3
Emergency Classification	TAB 4
Public Protective Action Recommendation Guide	TAB 5
PPL Emergency Personnel Dose Assessment and Protective Action Recommendation (PAR) Guide	TAB 6
Personnel Accountability	TAB 7
Restoration Organization Guidelines	TAB 8
Emergency Forms	TAB 9

o   Potassium Iodine (KI) Tracking Form
o   Emergency Notification Report
o   Protective Action Recommendation State
     Notification Form

REFERENCES:

ICRP Publication 28, The Principles and General Procedures for Handling Emergency and Accidental Exposures of Workers. International Commission on Radiation Protection. (1978)

NCRP Report 39, Basic Radiation Protection Criteria, National Council on Radiation Protection and Measurements. (1971)

NCRP Report 55, Protection of the Thyroid Gland in the Event of Releases of Radioiodine, National Council on Radiation Protection and Measurements. (1977)

SSES Emergency Plan Environmental Protection Agency Manual of Protective Action Guides and Protective Actions for Nuclear Incidents. (1979)

NDAP-QA-1190, Nuclear Department Radiation Protection Program and Policies

NDAP-QA-1191, ALARA Policy and Program

IE Notice, 83-28

NUMARC Graded Response Study

NUREG-0654, Planning Standards and Evaluation Criteria

NUREG-0731, Guidelines for Utility Management Structure and Technical Resources, September 1980

SP-00-308, Emergency Medical Response, Search/Rescue

Letter dated February 25, 2002, from Samuel J. Collins, Director, Office of Nuclear Reactor Regulations, to Robert G. Byram, Senior Vice President and Chief Nuclear Officer.

MAJOR TASK:

Manage the UNUSUAL EVENT.

SPECIFIC TASKS:	HOW:

1. **Document** and **communicate** the Emergency Classification.

   1a.   Announce to Control Room personnel:

      (1)   You are assuming the duties of Emergency Director. _____

      (2)   Emergency classification. _____

      (3)   Time of classification. _____

2. Appoint an Emergency Plan Communicator.

   2a.   Appoint an Emergency Plan Communicator and instruct him to immediately perform EP-PS-126 E Plan Communicator. _____

3. Appoint an NRC Communicator.

   NOTE:
   More than one individual can be named as an NRC Communicator so that all tasks are accomplished.

   3a.   The Communicator should perform EP-PS-135 NRC Communicator. _____

- Activate NERO if desired or request notification of Key Managers.

- Notify the NRC Residents.

- Activate the ERDS system within 60 minutes of classification.

- Initiate NRC Communications within 60 minutes of classification.

4. Generate and Approve the ENR Form transmitted by the Emergency Plan Communicator.

   4a.   Review the ENR form with the E Plan communicator.

   4.b   Refer to Tab H for guidance in determining if there is a non-routine Radiological Release in Progress (ENR form Block 4)

SPECIFIC TASKS:		HOW:	

5. Approve Press Releases.

5a. Verbal approval acceptable for _____ Press Releases.

6. Consider activation of NERO at the UNUSUAL EVENT unless the event is expected to be short duration or minimal impact.

6a. Instruct NRC Communicator to activate NERO or initiate Notification of Key Managers through Security.

7. If NERO is not activated, **Initiate additional** notifications.

7a. **Direct** any NRC Communicator to perform the following notification:

Within two hours of declaration, transmit the emergency classification to off-site agencies:

Institute of Nuclear Power (INPO) _____

Pennsylvania Rural Electric Assn. _____

American Nuclear Insurers (ANI) _____

PPL Insurance Group _____

NOTE:
Phone numbers are contained in the NRC Communicator's procedure, EP-PS-135.

8. **Manage** the emergency.

8a. Establish priorities and monitor:
(1) Plant Status _____
(2) Plant priorities _____
(3) Corrective actions _____
(4) Radiological releases _____

9. **Manage** the emergency until relieved by another qualified Emergency Director.

9a. Establish priorities and monitor:
(1) Plant Status _____
(2) Plant priorities _____
(3) Corrective actions _____
(4) Radiological releases _____

10. The relieving Emergency Director should implement this procedure until relieved by the TSC.

10a. When the TSC is staffed and ready, proceed to the TSC and assume control of the Emergency unless another ED has assumed control.

SPECIFIC TASKS:	HOW:

11. Contact Security to **Initiate** emergency medical response, search and rescue when required.

    11a. Reference SP-00-308 _____ (Emergency Medical Response, Search/Rescue)

12. If a non-routine radiological release is suspected/in progress, **Initiate** off-site dose calculations.

    12a. Notify Health Physics that off-site dose calculations are required.

    NOTE:
        See Tab H for additional information on determining if there is a non-routine release in progress.

    12b. Notify Health Physics to prepare for and dispatch OSCAR.

13. Consider the need to obtain a coolant sample.

    13a. Notify Chemistry to obtain a coolant sample via EP-PS-115.

14. If a liquid release is suspected, direct Chemistry to obtain a Liquid Discharge Sample.

    14a. Notify Chemistry to obtain a Discharge Sample via EP-PS-115-Q.

15. When contacted, **brief** the PUBLIC INFO. MANAGER, Duty Manager and Recovery Manager.

    15a. Brief concerning:
        (1)   Plant status
        (2)   Radiological condition
        (3)   Emergency Classification Level

16. Evaluate the need for local/RCA evacuation.

    16a. Instruct available Control Room Personnel to announce evacuation.

17. Evaluate the need for accountability.

    17a. Instruct available Control Room Personnel to initiate accountability. (Refer to OP-099-004.)

    NOTE (1):
        Accountability is <u>optional</u> at the Unusual Event Level.

    NOTE (2):
        Once accountability is ordered, it must be maintained for the duration of the event or until a Site Evacuation is ordered.

    17b. Notify Security of any Operations personnel that are in the plant.

SPECIFIC TASKS:	HOW:

18. If plant conditions change, **reclassify** emergency and enter appropriate tab for classification level.
   - FOR <u>UPGRADING</u> EMERGENCY
     ALERT   TAB "C"
     SITE AREA   TAB "D"
     GENERAL   TAB "E"

HELP
Emergency Classifications
See TAB 4

19. **Transfer** Emergency Management duties to TSC Emergency Director if TSC is staffed.

   NOTE:
   If you have just declared the Unusual Event, insure that offsite notifications are made prior to turnover to the TSC.

19a. Review the following with TSC Emergency Director:
   (1) Classification of Emergency
   (2) Radiological conditions in-plant/offsite/projected
   (3) Priorities and corrective actions taken
   (4) Plant status
   (5) Offsite Notifications

19b. Announce to Control Room personnel - TSC has control of emergency - when transfer is complete.

19c. Notify Control Room personnel to contact the Field Unit Supervisor or the OSC Coordinator for dispatching Operations personnel as India Teams for the implementation of Operations procedures: OP, EOP, Off-Normal, etc.

   NOTE:
   Mitigating actions that require dispatch of operations personnel are to be identified to the Shift Manager and then to the Operations Coordinator.

20. IF a decision to downgrade or terminate the emergency is made, perform the following:

20a. Confirm with (if possible):
   (1) VP-Nuclear Operations   _____
   (2) Duty Manager   _____
   (3) NRC (optional for UE)   _____
   (4) DEP/BRP   _____
        (optional for UE)

SPECIFIC TASKS:		HOW:	
		20b.	Obtain approval from Senior Management prior to implementation. (1) Sr. VP & CNO **OR** (2) VP-Nuclear Operations _____
21.	**Generate** an ENR form terminating the event.	21a.	Review the ENR form with the E Plan Communicator and direct him to make offsite notifications.
22.	Emergency termination: (1) **Return** OPS to normal organization.	22a.	Instruct STA to collect and organize paperwork for reconstructing the emergency and its management. _____

TAB C
EP-PS-100-C
Revision 16
Page 1 of 4

MAJOR TASK:

Manage the ALERT EMERGENCY.

SPECIFIC TASKS:	HOW:
1. **Document** and **communicate** the Emergency Classification.	1a. Announce to Control Room personnel:
	(1) You are assuming the duties of Emergency Director. _____
	(2) Emergency classification. _____
	(3) Time of classification. _____
2. If not performed earlier, appoint an Emergency Plan Communicator.	2a. Appoint an Emergency Plan Communicator and instruct him to immediately perform EP-PS-126 E Plan Communicator. _____
3. If not performed earlier, appoint an NRC Communicator. **NOTE:** **More than one individual can be named as an NRC Communicator so that all tasks are accomplished.**	3a. The Communicator should perform EP-PS-135 NRC Communicator. _____ • Activate NERO. • Notify the NRC Residents. • Activate the ERDS system within 60 minutes of classification. • Initiate NRC Communications within 60 minutes of classification.
4. Generate and approve the ENR form to be transmitted by the E Plan Communicator.	4a. Review the ENR form with the E Plan Communicator. _____ 4b. Refer to Tab H for guidance in determining if there is a non-routine Radiological Release in Progress (ENR form Block 4)

TAB C
EP-PS-100-C
Revision 16
Page 2 of 4

SPECIFIC TASKS:		HOW:	
5.	Approve Press Releases.	5a.	Verbal approval acceptable for Press Releases. _____
6.	**Manage** the emergency until relieved by another qualified Emergency Director.	6a.	Establish priorities and monitor: (1) Plant Status _____ (2) Plant priorities _____ (3) Corrective actions _____ (4) Radiological releases _____
7.	The relieving Emergency Director should implement this procedure until relieved by the TSC.	7a.	When the TSC is staffed and ready, proceed to the TSC and assume control of the Emergency unless another ED has assumed control.
8.	Contact Security to **initiate** emergency medical response, search and rescue when required.	8a.	Reference SP-00-308 (Emergency Medical Response, Search/Rescue) _____
9.	Initiate Core Damage Assessment.	9a.	Notify Chemistry to obtain a Rx Coolant sample via EP-PS-115. _____
10.	If a non-routine radiological release is suspected/in progress, initiate off-site dose calculations.	10a.	Notify Health Physics that off-site dose calculations are required. _____
	NOTE: **See Tab H for additional information on determining if there is a non-routine release in progress.**	10b.	Notify Health Physics to prepare for and dispatch OSCAR. _____

11.	Consider the need for emergency exposure considerations/KI tablet issuance.

HELP
PPL Emergency Personnel Dose Assessment and Protective Action Recommendation Guide See TAB 6

12.	If a liquid release is suspected, direct Chemistry to obtain a Liquid Discharge Sample.	12a.	Notify Chemistry to obtain a Discharge Sample via EP-PS-115-Q.

TAB C
EP-PS-100-C
Revision 16
Page 3 of 4

SPECIFIC TASKS:	HOW:

13. When contacted, **brief** the following managers of events:
- Duty Manager
- Public Info Manager
- Recovery Manager

13a. Brief Managers on:
(1) Plant status
(2) Radiological condition
(3) Emergency Classification Level

14. If plant conditions change, **reclassify** emergency and enter appropriate tab for classification level.
- For UPGRADING Emergency:
SITE AREA   TAB "D"
GENERAL   TAB "E"

HELP
_____
**Emergency Classifications
See TAB 4**
_____

15. Evaluate the need for local/RCA evacuation.

15a. Instruct available Control Room Personnel to announce evacuation.

16. Evaluate the need for accountability.

NOTE (1):
Accountability is optional at the Alert Level.

16a. Instruct available Control Room Personnel to initiate accountability. (Refer to OP-099-004.)

NOTE (2):
Once accountability is ordered, it must be maintained for the duration of the event or until a Site Evacuation is ordered.

16b. Notify Security of any Operations personnel that are still in the plant.

17. **Transfer** Emergency Management duties to the TSC.

NOTE:
If you have just declared the Alert, insure that offsite notifications are made prior to turnover to the TSC.

17a. Review the following with TSC Emergency Director or with the Operations Coordinator:
(1)   Classification of   _____
        Emergency

(2)   Radiological conditions _____
        in-plant/offsite/projected
(3)   Priorities and corrective _____
        actions taken
(4)   Plant status   _____
(5)   Offsite Notifications _____

TAB C
EP-PS-100-C
Revision 16
Page 4 of 4

SPECIFIC TASKS:	HOW:

17b. Announce to Control Room personnel - TSC has control of emergency - when transfer is complete.

17c. Notify Control Room personnel to contact the Field Unit Supervisor or the OSC Coordinator for dispatching Operations personnel as India Teams for the implementation of Operations procedures: OP, EOP, Off-Normal, etc.

NOTE:
Mitigating actions that require dispatch of operations personnel are to be identified to the Shift Manager and then to the Operations Coordinator.

18. If conditions indicate that the emergency can be downgraded or terminated, provide a recommendation to the TSC/ED or EOF/RM as appropriate.

19. Emergency Termination
   (1) **Return** Ops to normal organization
        OR
   (2) **Recommend** creating a restoration organization

19a. Instruct STA to collect and organize paperwork for reconstructing the emergency and its management.   _____

19b. Recommend to TSC Emergency Director or Recovery Manager to establish a restoration organization
   - See TAB 8 "Restoration Organization Guide"

HELP
_____
**Restoration Organization Guidelines
See TAB 8**

MAJOR TASK:

Manage the SITE AREA EMERGENCY.

SPECIFIC TASKS:	HOW:

1. **Document and communicate the** Emergency Classification.

   1a. Announce to Control Room personnel:
- (1) You are assuming the duties of Emergency Director. _____
- (2) Emergency classification. _____
- (3) Time and date of classification. _____

2. If not performed earlier, appoint an Emergency Plan Communicator.

   2a. Appoint an Emergency Plan Communicator and instruct him to immediately perform EP-PS-126 E Plan Communicator. _____

3. If not performed earlier, appoint an NRC Communicator.

   NOTE:
   More than one individual can be named as an NRC Communicator so that all tasks are accomplished.

   3a. The Communicator should perform EP-PS-135 NRC Communicator. _____

- Activate NERO.
- Notify the NRC Residents.
- Activate the ERDS system within 60 minutes of classification.
- Initiate NRC Communications within 60 minutes of classification.

4. Generate and approve the ENR form to be transmitted by the Emergency Plan Communicator.

   4a. Review the ENR form with the E Plan Communicator. _____

   4b. Refer to Tab H for guidance in determining if there is a non-routine Radiological Release in Progress (ENR form Block 4)

SPECIFIC TASKS:	HOW:

5. Approve Press Releases.

5a. Verbal approval acceptable for _____ Press Releases.

6. Consider the need for emergency exposure considerations/KI tablet issuance.

HELP

**PPL Emergency Personnel Dose Assessment and Protective Action Recommendation Guide
See TAB 6**

7. Manage the emergency until relieved by a qualified Emergency Director.

7a. Establish priorities and monitor:
(1) Plant Status _____
(2) Plant priorities _____
(3) Corrective actions _____
(4) Radiological releases _____

8. The relieving Emergency Director should implement this Procedure until relieved by the TSC.

8a. When the TSC is staffed and ready, proceed to the TSC and assume control of the Emergency unless another ED has assumed control.

9. Contact Security to Initiate emergency medical response, search and rescue when required.

9a. Reference SP-00-308 _____ (Emergency Medical Response, Search/Rescue)

10. Initiate Core Damage Assessment.

10a. Notify Chemistry to obtain a Rx _____ Coolant sample via EP-PS-115.

11. If a non-routine radiological release suspected/in progress, initiate off-site dose calculations.

11a. Notify Health Physics that _____ off-site dose calculations required.

NOTE:
See Tab H for additional information on determining if there is a non-routine release in progress.

11b. Notify Health Physics to _____ prepare for and dispatch OSCAR.

12. If a liquid release is suspected, direct Chemistry to obtain a Liquid Discharge Sample.

12a. Notify Chemistry to obtain a Discharge Sample via EP-PS-115-Q.

SPECIFIC TASKS:		HOW:	

13. Initiate accountability, if not performed earlier.

    NOTE (1):
        Accountability is _required_ at the Site Area Emergency.

    NOTE (2):
        Once accountability is ordered, it must be maintained for the duration of the event or until a Site Evacuation is ordered.

13a. Instruct available Control Room Personnel to initiate accountability. (Refer to OP-099-004.)

13b. Notify Security of any Operations personnel that are still in the plant.

14. Initiate Site Evacuation.

14a. Direct Security to notify Accountability Area Leaders to direct Site Evacuation.

14b. Initiate ENR form indicating a Site Evacuation was initiated.

14c. Direct Emergency Plan Communicator to communicate ENR form to offsite agencies.

15. When contacted, **brief** the following managers of events:
- Duty Manager
- Recovery Manager
- Public Info Manager

15a. Brief Managers on:
(1) Plant status
(2) Radiological condition
(3) Emergency classification level

16. If plant conditions change, **reclassify** emergency and enter appropriate tab for classification level:
- For UPGRADING emergency:
  GENERAL   TAB "E"

HELP

**Emergency Classifications
See TAB 4**

17. If conditions indicate that the emergency can be downgraded or terminated, provide a recommendation to the TSC/ED or EOF/RM as appropriate.

SPECIFIC TASKS:	HOW:

18. **Transfer Emergency Management duties to the TSC.**

NOTE:
If you have just declared the Site Area Emergency, insure that offsite notifications are made prior to turnover to the TSC.

18a. Review the following with TSC Emergency Director or with the Operations Coordinator:

   (1)   Classification of Emergency   _____

   (2)   Radiological conditions in-plant/offsite/projected   _____

   (3)   Priorities and corrective actions taken   _____

   (4)   Plant status   _____

   (5)   Offsite Notifications   _____

18b. Announce to Control Room personnel - TSC has control of emergency - when transfer is complete.   _____

18c. Notify Control Room personnel to contact the Field Unit Supervisor or the OSC Coordinator for dispatching Operations personnel as India Teams for the implementation of Operations procedures: OP, EOP, Off-Normal, etc.

NOTE:
Mitigating actions that require dispatch of operations personnel are to be identified to the Shift Manager and then to the Operation Coordinator.

SPECIFIC TASKS:	HOW:

19. Emergency Termination
  (1) **Return** Ops to normal
     organization
       OR
  (2) **Recommend** creating a
     restoration organization
	19a. Instruct STA to collect and
	     organize paperwork for
	     reconstructing the emergency
	     and its management. ____
	
	19b. Recommend to TSC
	     Emergency Director or
	     Recovery Manager to establish
	     a restoration organization
	     - See TAB 8 "Restoration
	        Organization Guide"

HELP

Restoration Organization Guidelines
See TAB 8

MAJOR TASK:

Manage the GENERAL EMERGENCY.

SPECIFIC TASKS:	HOW:
1. **Document** and communicate the Emergency Classification.	1a. Announce to Control Room personnel: (1) You are assuming the _____ duties of Emergency Director. (2) Emergency _____ classification. (3) Time and date of _____ classification.
2. If not performed earlier, appoint an Emergency Plan Communicator.	2a. Appoint an Emergency Plan _____ Communicator and instruct him to immediately perform EP-PS-126 E Plan Communicator.
3. If not performed earlier, appoint an NRC Communicator. **NOTE:** **More than one individual can be named as an NRC Communicator so that all tasks are accomplished.**	3a. The Communicator should _____ perform EP-PS-135 NRC Communicator. • Activate NERO. • Notify the NRC Residents. • Activate the ERDS system within 60 minutes of classification. • Initiate NRC Communications within 60 minutes of classification.
4. Generate and approve ENR form to be transmitted by the Emergency Plan Communicator.	4a. Review the ENR form with the _____ E Plan Communicator. 4b. Refer to Tab H for guidance in determining if there is a non-routine Radiological Release in Progress (ENR form Block 4)

SPECIFIC TASKS:	HOW:

5. When a General Emergency is declared, **make Protective Action Recommendation (PAR) within 15 minutes.**

    5a. Go to TAB 5 "Public Protective Action Recommendation Guide." _____

HELP

Protective Action Recommendation Flowcharts
See TAB 5

    5b. Choose appropriate PAR. _____

    5c. Shift Manager/ED shall notify the Senior State Official, using the PAR State Notification Form, at 717-651-2148. _____

HELP

Protective Action Recommendation State Notification Form
See TAB 9

6. Approve Press Release prior to issuance.

    6a. Verbal approval is acceptable for Press Releases. _____

7. Communicate the need for employee emergency exposure considerations/KI tablet issuance.

    NOTE:
    Twelve vials of Potassium Iodide, (KI), are stored in the cabinet outside the Control Room kitchen area and one hundred vials are stored in the Health Physics Instrument Shop.

HELP

PPL Emergency Personnel Dose Assessment And Protective Action Recommendation Guide
See TAB 6

8. **Manage the emergency until relieved by another qualified Emergency Director.**

    8a. Monitor and obtain updates on:
    (1)   Plant Status _____
    (2)   Plant priorities _____
    (3)   Corrective actions _____

SPECIFIC TASKS:	HOW:
	(4) Radiological releases _____
9. The Relieving Emergency Director should implement this procedure until relieved by the TSC.	9a. When the TSC is staffed and ready, proceed to the TSC and assume control of the Emergency unless another ED has assumed control.
10. If required, invoke the provisions of 10CFR 50.54X.	10a. In accordance with 10CFR 50.54X, operation outside the Technical Specifications shall only be taken in an emergency: When action is immediately needed to protect the public health and safety and no action consistent with license conditions and Technical Specifications that can provide adequate or equivalent protection is immediately apparent, implement the provisions of OP-AD-001, step 6.2.6.
11. Contact Security to initiate emergency medical response, search and rescue when required.	11a. Reference SP-00-308 _____ (Emergency Medical Response, Search/Rescue)
12. Initiate Core Damage Assessment.	12a. Notify Chemistry to obtain a Rx _____ Coolant sample via EP-PS-115.
13. If a non-routine radiological release suspected/in progress, initiate off-site dose calculations.	13a. Notify Health Physics that _____ off-site dose calculations required.
NOTE: **See Tab H for additional information on determining if there is a non-routine release in progress.**	13b. Notify Health Physics to _____. prepare for and dispatch OSCAR.
14. If a liquid release is suspected, direct Chemistry to obtain a Liquid Discharge Sample.	14a. Notify Chemistry to obtain a Discharge Sample via EP-PS-115-Q.

SPECIFIC TASKS:	HOW:

15. Initiate accountability, if not performed earlier.

    15a. Instruct available Control Room Personnel to initiate accountability. (Refer to OP-099-004.)

NOTE (1):
Accountability is required at the Site Area Emergency or General Emergency.

    15b. Notify Security of any Operations personnel that are still in the plant.

NOTE (2):
Once accountability is ordered, it must be maintained for the duration of the event or until a Site Evacuation is ordered.

16. Initiate Site Evacuation.

    16a. Direct Security to notify Accountability Area Leaders to direct Site Evacuation.

    16b. Initiate ENR form indicating a Site Evacuation was initiated.

    16c. Direct Emergency Plan Communicator to communicate ENR form to offsite agencies.

17. When contacted, **brief** the following managers of events:
- Duty Manager
- Recovery Manager
- Public Info Manager (if time permits)

    17a. Brief Manager on:
    (1) Plant status
    (2) Radiological condition
    (3) Emergency classification level

18. If conditions indicate that the emergency can be downgraded or terminated, provide a recommendation to the TSC/ED or EOF/RM as appropriate.

SPECIFIC TASKS:	HOW:

19. **Transfer Emergency Management duties to the TSC.**

    NOTE:

        If you have just declared the General Emergency, insure that offsite notifications are made prior to turnover to the TSC.

    NOTE:

        If you have just declared the General Emergency, insure that you make and communicate the Protective Action recommendation prior to turnover to the TSC.

19a. Review the following with TSC Emergency Director or Operations Coordinator:

    (1)   Classification of Emergency   _____

    (2)   Radiological conditions in-plant/offsite/projected   _____

    (3)   Priorities and corrective actions taken   _____

    (4)   Plant status   _____

    (5)   Offsite Notifications   _____

SPECIFIC TASKS:	HOW:
	19b. Notify Control Room personnel to contact Field Unit Supervisor or the OSC Coordinator for dispatching Operations personnel as India Teams for the implementation of Operations procedures: OP, EOP, Off-Normal, etc. **NOTE:** **Mitigating actions that require dispatch of operations personnel are to be identified to the Shift Manager and then to the Operations Coordinator.**

20. Emergency Termination
   (1) **Return** Ops to normal organization
      OR
   (2) **Recommend** creating a restoration organization
	20a. Instruct STA to collect and organize paperwork for reconstructing the emergency and its management. _____

<div align="center">

HELP
_____
**Restoration Organization Guidelines
See TAB 8**

</div>

MAJOR TASK:

Manage Site Specific Security Threat, or other Security EAL Conditions.

SPECIFIC TASKS:		HOW:	
1.	Determine, document, and communicate emergency classification.	1a.	**Determine** classification based on EAL. _____
		1b.	**Determine** appropriate actions based on guidance in this tab. _____
		1c.	**Announce** to Control Room personnel: _____ (1) I am assuming duties of Emergency Director. _____ (2) Emergency Classification is _____. _____ (3) Time of classification is _____. _____
2.	Appoint an Emergency Plan Communicator.	2a.	Appoint an Emergency Plan Communicator to perform EP-PS-126 E Plan Communicator. _____
3.	Appoint an NRC Communicator.	3a.	The NRC Communicator should perform EP-PS-135. _____ • Activate NERO as directed by the Shift Manager/ED. • Notify the NRC Residents. • Activate the ERDS system within 60 minutes. • Initiate NRC Communications within 60 minutes.
4.	Generate and review ENR form to be transmitted with the E Plan Communicator.	4a.	Review the ENR form with the E Plan Communicator. _____

SPECIFIC TASKS:	**HOW:**	
5. If security declares condition 4, site specific <u>CREDIBLE</u> threat.	5a. **During Normal working hours, direct the NRC Communicator to activate NERO in accordance with EP-PS-135 Tab A-Task 1.**	_____
	5b. **During off hours, direct the NRC Communicator to activate Alternate NERO in accordance with EP-PS-135 Tab A-Task 4.**	_____
	5c. **Evacuate site, initiate accountability per Tasks 12 and 13.**	_____
	5d. **Implement Tab B (at Task 5).**	_____
6. If security declares condition 4, site specific <u>CREDIBLE INSIDER</u> threat.	6a. **During Normal working hours, direct the NRC Communicator to activate NERO in accordance with EP-PS-135 Tab A-Task 1.**	_____
	6b. **During off hours, direct the NRC Communicator to activate Alternate NERO in accordance with EP-PS-135 Tab A-Task 4.**	_____
	6c. **Evacuate site, then initiate accountability per Tasks 12 and 13.**	_____
	6d. **Activate two-man rule per Task 14.**	_____
	6e. **Implement Tab B (at Task 5).**	_____

SPECIFIC TASKS:	HOW:

7. If security declares condition 4, site specific <u>CREDIBLE IMMINENT</u> threat.

NOTE:
If not already done, then perform steps 7a, 7b, 7c, 7d.

7a. **During Normal working hours, direct the NRC Communicator to activate NERO in accordance with EP-PS-134 Tab A-Task 1.** _____

7b. **During off hours, direct the NRC Communicator to activate Alternate NERO in accordance with EP-PS-135 Tab A-Task 4.** _____

7c. **Evacuate site, then initiate accountability per Tasks 12 and 13.** _____

7d. **Implement Tab C (at Task 6).** _____

8. If security declares condition 4, site specific <u>CREDIBLE IMMINENT INSIDER</u> threat.

NOTE:
If not already done, then perform steps 8a, 8b, 8c, 8d.

8a. **During Normal working hours, direct the NRC Communicator to activate NERO in accordance with EP-PS-134 Tab A-Task 1.** _____

8b. **During off hours, direct the NRC Communicator to activate Alternate NERO in accordance with EP-PS-135 Tab A-Task 4.** _____

8c. **Evacuate site, then initiate accountability per Tasks 12 and 13.** _____

SPECIFIC TASKS:	**HOW:**	
	8d.	**Activate** two-man rule per Task 14.	_____
	8e.	**Implement** Tab C (at Task 6).	_____
9. **If** security enters code Blue, Red, or Black.	9a.	**Declare** appropriate emergency classification.	_____
	9b.	**Enter** appropriate Tab C, D, or E.	_____
10. **For** any act of sabotage.	10a.	**Review** security EAL series 16.	_____
	10b.	**Declare** appropriate Emergency Classification.	_____
	10c.	**Enter** appropriate Tab B, C, D, or E.	_____
11. **If** Security declares other actual security condition 2/4/5.	11a.	**Review** event with security.	_____
	11b.	**Declare** emergency classification if required.	_____
	11c.	**Enter** appropriate Tab B, C, D, or E.	_____
12. **Evacuate** non-essential personnel from site and initiate accountability when specified in Task 2, 3, 4, or 5.	12a.	**Direct NRC Communicator to make** page announcement in accordance with EP-PS-135 Tab A.	_____
13 **Initiate** accountability in about fifteen minutes or when evacuation is determined complete.	13a.	**Instruct** available Control Room Personnel to initiate accountability (Refer to OP-099-004.)	_____
14. **Activate** two-person rule for vital area access when specified by Task 6 or 8 as personnel become available <u>unless doing so will adversely impact personnel or plant or security</u> as determined by the SSS or SM.	14a.	**Call-out** complete second shift of personnel: (1) Operations. (2) Chemistry (3) Health Physics (4) Security	_____ _____ _____ _____

SPECIFIC TASKS:	HOW:

14b. **Establish** two-person teams (line of sight)

    (1) Instruct Unit Supervisor to establish two-person teams.   _____

    (2) Instruct Security to establish two-man teams at gatehouse for facility access.   _____

    (3) Instruct Accountability Area Leaders to establish two-person teams to report to the TSC.   _____

    (4) Establish two-person teams with personnel that have similar qualifications if possible.   _____

    (5) Direct that second person reports questionable behavior or actions or attempts to gain access to areas other than for assigned task to the Shift Manager/Unit Supervisor.   _____