

56235N

# CONTROLLED DOCUMENT TRANSMITTAL

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Page 1

**Description:** ISSUE OF 1 EMERGENCY PLAN PROCEDURE. PROCEDURE IS BEING ISSUED IN ITS ENTIRETY. PLEASE DISCARD COMPLETE PROCEDURE IN YOUR BOOK AND REPLACE WITH ENTIRE PROCEDURE ATTACHED.

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Training Cart 6 - M. McKeel	11	1C	
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Training Library	11	1C	
TSC	1*	20C	
Unit 1 Control Room	29*	2C	
Unit 2 Control Room	29*	2C	

## Transmitted Controlled Document Listing:

Document	Revision	Title
PROCEDURE		SEE ATTACHED

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## REVIEW AND APPROVAL TRACKING FORM

<b>Procedure Information:</b>			
Number: <u>RMT-2080-TSC-001</u>		Rev. <u>4</u>	Change: <u>1</u>
Title: <u>Activation and Operation of the TSC</u>			
<b>Category (Select One Only):</b>			
<input type="checkbox"/> Correction (Full Procedure)		<input type="checkbox"/> Change (Full Procedure) with Review of Change Only	
<input checked="" type="checkbox"/> Correction (Page Substitution)		<input type="checkbox"/> Change (Page Substitution) with Review of Change Only	
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Change Driver/CDI Tracking No(s): _____ <input checked="" type="checkbox"/> N/A			
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<input type="checkbox"/> Chemistry	<input type="checkbox"/> Training	<input type="checkbox"/> ALARA	<input type="checkbox"/> Reactivity Mgmt Team
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<input type="checkbox"/> NDM	<input type="checkbox"/> _____	<input type="checkbox"/> Design Engineering	<input type="checkbox"/> Surveillance Section
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<input type="checkbox"/> Reg Affairs	<input type="checkbox"/> _____	<input type="checkbox"/> ISI/IST Coordinator	<input type="checkbox"/> _____
<input type="checkbox"/> RP	<input checked="" type="checkbox"/> None Required	<input type="checkbox"/> Performance Assurance	<input checked="" type="checkbox"/> None Required
<input type="checkbox"/> Cognizant Org Review: <u>N/A</u>		Date: <u>1/1/</u>	
<input checked="" type="checkbox"/> Technical Review: <u><i>James R. B. [Signature]</i></u>		Date: <u>12/30/03</u>	
<b>Concurrence:</b>			
<input type="checkbox"/> Ops Director Concurrence: <u>N/A</u>		Date: <u>1/1/</u>	
<b>Package Check:</b>			
Updated Revision Summary attached?		<input checked="" type="checkbox"/> Yes	
10 CFR 50.59 Requirements complete?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
Implementation Plan developed? (Ref. Step 3.4.17)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
Package Complete: <u><i>Linda [Signature]</i></u>		Date: <u>12/30/03</u>	
<b>Approvals:</b>			
PORC Review Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Mtg. No.: <u>N/A</u>	
Administrative Hold Status: <input type="checkbox"/> Released <input type="checkbox"/> Reissued <input checked="" type="checkbox"/> N/A		CR No.: <u>N/A</u>	
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Expiration Date/Ending Activity <u>N/A</u>		Effective Date: <u>1/5/04</u>	
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Periodic Review conducted? (Data Sheet 5 Complete)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Follow-up Actions:</b>			
Commitment Database update requested in accordance with PMP-7100-CMP-001?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
NDM notified of new records or changes to records that could affect record retention?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	

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## REVISION SUMMARY


Number: RMT-2080-TSC-001 Revision: 4 Change: 1  
Title: Activation and Operation of the TSC

Section or Step	Change/Reason For Change
Attachment 4, Step 2	<p>Change: Replaced "EOF Security Director" with "EOF Scheduling &amp; Planning Manager".</p> <p>Reason: This change in duties was made in Step 3 of this attachment with rev. 4 (due to the elimination of the EOF Security Director), but was inadvertently missed in Step 2. Correction Criterion "m"—correct information located elsewhere in the procedure.</p>

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This is a free-form as called out in PMP-2010-PRC-002, Procedure Correction, Change, and Review, Rev. 12.

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 <b>AMERICAN ELECTRIC POWER</b> <small>AEP: America's Energy Partner</small>	<b>RMT-2080-TSC-001</b>	<b>Rev. 4</b>	<b>Page 1 of 37</b>
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<b>Reference</b>		<b>Effective Date:</b> 12/19/03	
<u>C. J. Graffenius</u> Writer	<u>S.M. Partin</u> Owner	<u>Emergency Planning</u> Cognizant Organization	

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Change 1 affects pages 2 and 11.

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## 1 PURPOSE AND SCOPE

- 1.1 This procedure provides guidance to Technical Support Center (TSC) personnel during emergencies.
- 1.2 Use of this procedure is restricted to emergency conditions or drills/exercises only.

## 2 DETAILS

**NOTE:** 10 CFR 50.54(x) and (y) describe the actions required if deviation from Technical Specifications or License Condition becomes necessary. Approval for invoking 50.54(x) and (y) should be obtained from the Shift Manager, but may be obtained from any on-duty SRO if the Shift Manager is unavailable.

- 2.1 The SEC/Assistant SEC implements this procedure.
- 2.2 Use Attachment 1, Activation, when an emergency response is initiated.
- 2.3 Refer to Figure 1, Definitions and Abbreviations, for a listing of abbreviations, acronyms, and their meanings.
- 2.4 Refer to Figure 2, Position Descriptions, for supplemental directions for ERO personnel.

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NOTE:	O = Optional	M = Mandatory
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2.5 Perform activities based on the following table.

<u>Activity</u>	<u>Attachment</u>	<u>Responsible Position</u>	<u>UE</u>	<u>Alert</u>	<u>Site Area</u>	<u>General</u>
Activation	1	SEC/Assistant SEC	O	M	M	M
Briefings	2	SEC/Assistant SEC	M	M	M	M
Habitability	3	RAC		O	M	M
Shift Designation	4	SEC/Assistant SEC	O	M	M	M
Document Transmission/Distribution	5	Administrative Coordinator	O	M	M	M
Emergency Response Data System (ERDS)	6	Computer Analyst	O	M	M	M
Radiological Assessment/Release in Progress	7	RAC	O	M	M	M
Team Requests/Team Priority	8	PET/SEC		O	O	O
Team Status	8	Team Coordinator		O	O	O
Accountability	9	Security Director		O	M	M
Site Evacuation	10	Security Director		O	M	M
Loss of RDR	11	PET OPS/RAC (ARAC)	O	O	O	O
Dose Extension Authorization	12	SEC		M	M	M
Potassium Iodide (KI) Administration Authorization	13	SEC		M	M	M
Classification	14	SEC	M	M	M	M
Core Damage Assessment	PMP-2081-EPP-105	PET Reactor Physics Analyst		M	M	M
Barring of the Plant PABX	RMT-2080-OSC-001, Attachment 5	Security Director		O	M	M
Fission Product Barrier Status (relative to Emergency Classifications)	12-PMP-2080-EPP-101	PET Operations	O	O	O	O



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### 3 REFERENCES

#### 3.1 Use References:

3.1.1 EPA-400-R-92-001, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents

3.1.2 10 CFR 20, Standards for Protection Against Radiation

3.1.3 Donald C. Cook Nuclear Plant Emergency Plan

#### 3.2 Writing References:

##### 3.2.1 Source References

a. EPA-400-R-92-001

b. 10 CFR 20

c. Donald C. Cook Nuclear Plant Emergency Plan

d. NRC Commitment #3863

##### 3.2.2 General References

a. 10 CFR 50, Appendix E, Emergency Planning and Preparedness for Production and Utilization Facilities

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Attachment 1	Activation	Page: 6 - 7	

**NOTE:** The TSC should be activated within 60 minutes of the time of a declaration of an Alert, SAE, or GE.

1 Ensure the facility has the following or an acceptable alternate (as determined by the Assistant SEC or SEC) prior to activation.

1.1 Equipment

- Facility Power
- Continuous Air and Area Radiation Monitor
- PPC (RDR)
- Clocks synchronized with the PPC

1.2 Communications

- Telephones, Fax machines, or radios
- Communications with the Control Room
- Managers Telephone Bridge
- Communicators Bridge

1.3 Personnel

**NOTE:** The use of non-qualified personnel is permissible if they are briefed and understand the position specific requirements.

- ☐ Administrative Coordinator
- ☐ Boardwriter
- ☐ Control Room Communicator (located in the Control Room, but vital to TSC operation)
- ☐ SEC
- ☐ PET Operations or PET Training
- ☐ PET Maintenance Engineering
- ☐ PET Reactor Physics Analyst \*
- ☐ Radiological Assessment Coordinator \*

\* Position may not be necessary in all situations (e.g., non-radiological emergencies).

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Attachment 1	Activation		Page: 6 - 7

- 2 Perform the following:
  - Obtain a turnover from the Shift Manager.
  - Perform an initial facility briefing.
- 3 Simultaneously assume responsibility for command and control, classification, Protective Action Recommendations, and declare the TSC activated.
- 3.1 The SEC shall not delegate the following until responsibilities are turned over to the Emergency Director:
  - Classification of the emergency
  - Directing the notification of offsite officials
  - Approval of PAR to offsite emergency management agencies.
- 3.2 The SEC may direct the control room to retain notification duties.
- 4 Inform TSC personnel, the control room, and the other ERO facilities that the TSC has been activated.

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Attachment 2	Briefings		Page: 8

- 1 Announce the briefing time 2 to 3 minutes prior to it beginning.
- 2 Ensure personnel are paying attention, there are no phone conversations or side discussions taking place, and personnel remain stationary during the brief.
- 3 Perform the briefing. (Time limits are for reference only.)
  - 3.1 Current Plant Status (1 minute maximum)
    - Major on-going events
    - Major equipment out of service
    - Prognosis
  - 3.2 Current Classification (30 seconds maximum)
    - PAR in effect
    - Anticipated changes in classification or PAR
  - 3.3 Identify any high priority information that the Control Room is waiting for from the TSC (30 seconds maximum)
  - 3.4 Identify the TSC's first priority (15 seconds maximum)
- 4 Status of the TSC (not required after activation)
  - Activation Status (When command and control will be taken over from the Control Room)
  - Problems delaying activation
- 5 Ask the TSC team for updates on important information
  - Don't solve the problems here. Delegate; then update at the next briefing if necessary.
- 6 Ask the TSC team if anyone is having any problems
  - Don't solve the problems here. Delegate; then update at the next briefing if necessary.

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Attachment 3	Habitability	Pages: 9 - 10	

## 1 TSC Ventilation System

- 1.1 Request permission from the Control Room to place the TSC ventilation system in the recirculation mode if any of the following apply:
  - The emergency involves a loss of coolant accident
  - The Control Room Pressurization System has been activated
  - Other air quality issues (e.g., smoke, fumes) affect the TSC.
- 1.2 IF permission is obtained from the affected unit control room, THEN place the TSC ventilation switch in the recirculation mode. This switch is located on the north wall of the communications room.
- 1.3 Inform the SEC that the TSC ventilation has been placed in the recirculation mode.

## 2 Radiological Monitoring

- 2.1 Periodically assess the TSC for protective actions (evacuation, KI administration) for TSC personnel based upon the following:

Parameter	Action Level	Recommended Action
Whole Body Dose Rate	2 R/hr. dose rate	Evacuate TSC immediately
Total Effective Dose Equivalent	3 rem individual(s) cumulative dose	Evacuate affected individual(s) immediately
I-131 Airborne Concentration	2E-5 $\mu\text{Ci/cc}$ *	Evacuate TSC immediately AND recommend KI administration *

\* KI should be distributed when activity reaches approximately 2E-5 $\mu\text{Ci/cc}$  of I-131. KI is available in the TSC North room. Obtain authorization from the SEC and consent from affected individuals using Data Sheet 3 of 12-RMT-2080-OSC-001.

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Attachment 3	Habitability	Pages: 9 - 10	

### 3 Evacuation of TSC

3.1 Per the recommendation of the RAC, or based upon the SEC's discretion, the TSC may be evacuated for radiological or other habitability considerations. This should be accomplished via the following guidance:

- Only the minimum number of staff members (as determined by the SEC) should be relocated to the unaffected unit's Control Room. All others should be evacuated to the OSC for radiological assessment and possible site evacuation.
- Staff members evacuating to the OSC will do so by following the route designated by the RAC.
- Notify the SEC, Control Room, OSC and EOF of the evacuation of the TSC.

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Attachment 4	Shift Designation		Page: 11

- 1 Facility Managers coordinate shift turnovers to ensure plant conditions allow individuals to report to their respective facilities without undue risk or exposure.
- 2 Managers should determine manpower resources required for next shift designation and report this to the EOF Scheduling & Planning Manager.
- 3 To aid in the callout process, provide a list of the TSC responders currently in attendance to the EOF Scheduling & Planning Manager, using the following table:

C1

Position Title	TSC Responders Currently in Attendance
Assistant Radiological Assessment Coordinator	
Radiological Assessment Coordinator	
Site Emergency Coordinator	
TSC Administrative Coordinator	
TSC Boardwriter	
TSC Control Room Communicator	
TSC Administrative Support	
TSC PET-Computer Analyst	
TSC PET-Maintenance	
TSC PET-Operations	
TSC PET-Training	
TSC Team Coordinator	
TSC PET-Reactor Physics Analyst	
TSC Public Affairs Liaison	
TSC Security Director	
Assistant SEC	

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Attachment 5	Document Transmission/Distribution	Pages: 12 - 13	

**NOTE:** Some of the facility Fax machines are designated within the phone directory as TRANSMIT and others as RECEIVE. These machines should remain in their designated mode to better facilitate communications between facilities.

- 1 Documentation to be Distributed or Transmitted (Faxed or hand carried)
  - 1.1 Ensure the Fax machine Dates and Times are set correctly.
  - 1.2 Fax machine phone numbers for the facilities and offsite agencies are available in the Emergency Response Organization Phone Directory.
  - 1.3 Duplicate all documents for distribution per Steps 1.6 and 1.7.
  - 1.4 Forward all originals to the Administrative Coordinator.
  - 1.5 Log incoming and outgoing faxes in the facility Fax Logbook.
  - 1.6 Distribute incoming faxes to the positions as described on the facility distribution map located in the copy area.



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Attachment 5	Document Transmission/Distribution	Pages: 12 - 13	

1.7 The following table gives additional direction on the transmission/distribution of material:

Document	Destination	Frequency	Additional Instructions
EMD-32a (class. Upgrade) and/or EMD-32b (technical update)	<u>Received</u> from EOF	Upgrade or 30 minutes	Distributed to TSC personnel.
Technical Information Sheet (PMP-2080-EPP-100, Data Sheet 1) (Completed/distributed <b>ONLY</b> when the RDR is unavailable)	Obtained from the Control Room, it is <u>Faxed</u> to the EOF and ENC or JPIC; also distributed in TSC	15 minutes <b>ONLY</b> when the RDR is unavailable	Only sent/distributed when the RDR is unavailable; copies to TSC personnel.
Radiation Monitoring System Data Sheet (Data Sheet 2 of this procedure) (Completed/distributed <b>ONLY</b> when the RDR is unavailable)	Obtained by the RAC or designee, it is <u>Faxed</u> to the ENC or JPIC; also distributed in TSC	15 minutes <b>ONLY</b> when the RDR is unavailable	RAC completes this form with data of interest. Only sent when the RDR is unavailable.
TSC Plant Chronological Status Board Notes	Distribute in TSC	As available	TSC Boardwriter prints a copy of the status board before cleaning to make room for new data.
Response Team Request (Data Sheet 1 of this procedure)	Approved by the SEC, this form is Faxed to the OSC	As necessary	TSC faxes this form to the OSC; this information can be disseminated concurrent with verbal communications through the TSC OSC Communicator.
Persons Responding Report (Dialogic)	<u>Received</u> from Dialogic	15 min. (for 1 hr. after pager activation)	Distributed to SEC/Assistant SEC (ERO personnel responding to emergency or next shift)

Reference	RMT-2080-TSC-001	Rev. 4	Page 14 of 37
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Attachment 6	ERDS	Page: 14	

**NOTE:** 10 CFR 50, Appendix E requires ERDS to be activated within 1 hour following an Alert or higher event classification.

- 1 Activate ERDS from the RDR by:
  - 1.1 Clicking on 'Cook E-Plan Tasks'.
  - 1.2 Clicking on the appropriate unit designator (1, 2, or Simulator):
  - 1.3 Either:
    - Type in "ERDS" and press enter or
    - Click on "ER", then "ERDS"
  - 1.4 Activate the ERDS transmission to the NRC by:
    - Pressing the F1 key or
    - Click on the screen location labeled "ACTIVATE"
- 2 IF ERDS transmission is lost, THEN:
  - Press the F3 key or
  - Click on the screen location labeled "RECONNECT"
- 3 Terminate ERDS transmission by:
  - 3.1 Contacting the NRC to request permission to terminate the ERDS transmission. (The ERDS Operation Center phone number is located in the Emergency Response Organization Phone Directory.)
  - 3.2 IF permission is granted, THEN:
    - Press the F2 key or
    - Click on the screen location labeled "TERMINATE"

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Activation and Operation of the TSC			
Attachment 7	Radiological Assessment/Release in Progress		Pages: 15 - 16

- 1 Review the Radiation Monitoring System channel and meteorological data concentrating on:
  - 1.1 Effluent release points;
    - 1.1.1 IF an unmonitored release is suspected to be in progress and the associated RMS monitor is unavailable, THEN dispatch off-site monitoring team(s) immediately to perform a site boundary survey, and inform the SEC and EAD.
  - 1.2 Containment high range area monitors. Trigger points for classification changes are:
    - 10 R/hr – Alert
    - 200 R/hr – SAE
    - 1000 R/hr - GE
  - 1.3 Channel operability status;
  - 1.4 Trends;

<p><b>NOTE:</b> PPC (RDR) displays what direction the wind is coming from (e.g., a PPC display of wind direction at 270° indicates that the wind is coming from due west).</p>
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- 1.5 Wind speed and wind direction.
- 2 Review current locations of personnel within the facility to:
  - 2.1 Determine occupied downwind facilities;
  - 2.2 Evaluate the need for pre-release facility evacuation.
- 3 Evaluate radiological conditions for the OSC by:
  - 3.1 Review Radiation Monitoring System monitors to determine site radiological conditions;
  - 3.2 Determine best entry and egress team routes.

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Attachment 7	Radiological Assessment/Release in Progress	Pages: 15 - 16	

- 4 IF any significant changes occur which could affect teams or other plant personnel, THEN notify:
- Radiation Protection Director (in the OSC)
  - Site Emergency Coordinator
- 5 IF a radiological release is imminent or occurring, THEN:
- 5.1 Immediately notify the Assistant SEC or SEC.
- 5.2 Evacuate downwind facilities.
- 5.3 Inform the Radiation Protection Director in the OSC. Determine consequences and implement corrective actions for dispatched teams and other occupied facilities. Consider:
- Sheltering in an unaffected area of the plant
  - Evacuation back to the OSC
  - Effect on or need for on-site accountability and evacuation
  - Facilities occupied outside the Control Rooms, TSC and the OSC
- 5.4 Identify the release origin point with the assistance of the PET.
- 5.5 Initiate Control Room, TSC, OSC, and assembly area habitability assessments.
- 5.6 Evaluate the need to administer KI to individuals exposed to, or potentially exposed to the plume.
- 5.7 Evaluate the need for any uptake assessments or medical follow-up observations for individuals exposed to the plume.

Reference	RMT-2080-TSC-001	Rev. 4	Page 17 of 37
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Attachment 8	Team Requests and Prioritization		Page: 17

**NOTE:** The SEC approves requests for OSC teams.

- 1 Request a response team by:
  - 1.1 Completing Data Sheet 1, Response Team Request.
  - 1.2 Obtaining RAC opinion/concurrence on the feasibility of the team being able to perform the task (from a radiological standpoint).
- 2 The SEC determines overall need and team priority by:
  - 2.1 Determining the immediate need of the request.
  - 2.2 Comparing the need to teams already being assembled or dispatched. Consider:
    - The effect on the OSC of re-prioritization of previously requested teams
    - Possibility of existing teams performing the work
  - 2.3 The SEC then approves the request as appropriate and determines team priority.
- 3 The TSC Team Coordinator:
  - 3.1 Updates the team status board.
  - 3.2 Informs the OSC verbally of the request.
  - 3.3 Updates the OSC of team priorities as they are established or changed.
- 4 **WHEN** the SEC has approved the request, **THEN** transmit Data Sheet 1, Response Team Request, to the OSC.

Reference	RMT-2080-TSC-001	Rev. 4	Page 18 of 37
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Attachment 9	Accountability		Page: 18

**NOTE:** Plant conditions may have required the evacuation of the SAS or CAS

- 1 Notify the SAS or CAS to initiate accountability per Security procedures.
- 2 **WHEN** accountability has been completed, **THEN** notify the SEC of any unaccounted for individuals [Commitment #3863]. This must be accomplished within 30 minutes of the accountability order.
- 3 **IF** individuals are unaccounted for, **THEN** the Security Director shall:
  - 3.1 Provide a list of unaccounted personnel to each of the facilities.
  - 3.2 Instruct the managers of each facility to verify the missing personnel are not in the facilities.
  - 3.3 Initiate searches for the missing personnel. Searches can be done via:
    - Plant public address system
    - Plant personnel paging system
    - Assembling search teams via the TSC
  - 3.4 Provide the SEC and facilities with periodic updates on status until all missing personnel are accounted for.

Reference	RMT-2080-TSC-001	Rev. 4	Page 19 of 37
Activation and Operation of the TSC			
Attachment 10	Site Evacuation	Pages: 19 - 21	

**NOTE:** Security Officers performing safeguards duties are ERO members and should not be dismissed from these duties unless life-threatening conditions exist.

**1 IF in an alert, THEN:**

**1.1 Recommend to the SEC the immediate evacuation of containment buildings and the Auxiliary Building of all personnel not responding to the emergency if hazardous conditions warrant.**

**1.1.1 IF the recommendation is approved and has not already been performed by the Control Room, THEN:**

- a. Notify the Control Room that an announcement will be made.
- b. Notify the other emergency facility managers the announcement will be made.
- c. Make the following announcement 2 times on the plant public address system:

**"Attention all plant personnel. Attention all plant personnel. Because of plant conditions, all personnel not responding to the emergency are to evacuate the Auxiliary and Containment buildings immediately."**

**1.2. Recommend to the SEC the dismissal of all non-essential personnel from the site if hazardous conditions warrant.**

**1.2.1 IF the recommendation is approved and has not already been performed by the Control Room, THEN:**

- a. Notify the control room that an announcement will be made.
- b. Notify the other emergency facility managers the announcement will be made.
- c. Make the following announcement 2 times on the plant public address system:

**"Attention all plant personnel. Attention all plant personnel. Because of plant conditions, all non-essential personnel are to leave the plant site at this time using their vehicles and normal plant access routes."**

- d. Make the same announcement 2 times in the training building by:  
Dialing 1646

- e. Initiate Security actions (via the TSC Security Director) to evacuate all personnel from all plant facilities outside the protected area.

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Activation and Operation of the TSC			
Attachment 10	Site Evacuation		Pages: 19 - 21

**NOTE:** It is possible to enter a Site Area Emergency or General Emergency without having passed through an Alert. Because accountability is required at a Site Area Emergency or a General Emergency, all personnel within the plant-protected area should be either at or in the process of reporting to an emergency assembly area.

**2 IF in a Site Area Emergency or General Emergency, THEN:**

**2.1 Obtain directions from the RAC for the evacuation process and route to be used. Consider:**

- If a release of radioactive material has occurred.
- The potential for a release of radioactive material to occur during the evacuation process.
- Wind direction, wind speed, and the potential for a wind shift
- Current weather conditions or plant conditions that might affect evacuees' safety (e.g., security event).
- If sheltering is preferred over evacuation until a release of radioactive material is terminated or other conditions warrant.
- If evacuees should use personal vehicles or mass transit.
- If evacuees should assemble at an off-site location outside the 10-mile EPZ for further instructions or subsequent staffing.

**2.2 Notify the SEC of the intended route and evacuation process to be used (normal access, north, or south along the beach).**

**2.3 IF the evacuees cannot use their personal vehicles, THEN:**

- Arrange for mass transportation to be available at a predetermined pickup point through the Berrien County EOC.
- Release personnel only after transportation has been confirmed in route or in place.

**2.4 IF the Security procedure for the evacuation of personnel outside the protected area has not already been initiated, THEN initiate the procedure.**

- Determine if special instruction are required for offsite agency personnel (e.g., National Guard, MSP, etc.) stationed in the owner controlled area.
- Take appropriate action (e.g., evacuation, shelter, relocate on site, issue dosimetry, etc.) as necessary to protect the offsite agency personnel.



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Activation and Operation of the TSC			
Attachment 10	Site Evacuation		Pages: 19 - 21

- 2.5 Request a team from the OSC to brief evacuees and direct them offsite using the recommended evacuation route.
- 2.6 Periodically report the evacuation progress to the SEC until completed.

Reference	RMT-2080-TSC-001	Rev. 4	Page 22 of 37
Activation and Operation of the TSC			
Attachment 11	Loss of RDR		Page: 22

**NOTE:** Loss of the RDR or PPC in any facility will require personnel from the TSC to respond and supply data as needed. The methods used for collection of data are listed in order of preference to minimize interference with control room operations and employ ALARA principals.

1 IF the RDR is not available in a facility, THEN determine which data is needed. It is recommend this data be supplied at 15-minute intervals with significant changes being transmitted immediately.

1.1 RMS (RAC or ARAC)

1.1.1 Obtain data from:

- RMS Interface Terminals
- PPC
- Unaffected control room Control Terminal
- Affected control room Control Terminal
- Local DAM readings (request a team from the OSC)

1.1.2 Record RMS data for requested channels on Data Sheet 2, Radiation Monitoring System.

1.1.3 Supply data sheets to TSC Administrative personnel for transmittal and dissemination (as per Attachment 5, Document Transmission/Distribution, of this procedure).

1.2 Plant Status (PET Operations or PET Training)

1.2.1 Obtain data from:

- PPC
- Affected control room
- Available local devices (request a team from the OSC)

1.2.2 Record plant status data on Technical Information Sheet (PMP-2080-EPP-100, Data Sheet 1).

1.2.3 Supply data sheets to TSC Administrative personnel for transmittal and dissemination.

1.2.4 WHEN the RDR returns to service, THEN recall any field teams, if appropriate.

Reference	RMT-2080-TSC-001	Rev. 4	Page 23 of 37
Activation and Operation of the TSC			
Attachment 12	Dose Extension and Authorization		Pages: 23 - 25

**NOTE:** The SEC authorizes dose extensions (doses in excess of 10 CFR 20 and per the guidance in EPA-400-R-92-001) for individuals/teams during emergencies. Section 1 is provided as guidance when considering dose extensions. Exposures exceeding 25 REM whole body should only be considered and used as a last resort. The use of ALARA principles and multiple personnel shall be considered first.

## 1 Precautions and Limitations

- 1.1 Dose to all workers during an emergency should be limited to 5 rem whole body when practical.
- 1.2 Dose to workers performing emergency services under emergency conditions are treated as a once in a lifetime exposure.
- 1.3 Individuals who have received >10 rem in a previous incident have received their "once in a lifetime" exposure and are not allowed to exceed 10 rem in this incident.
- 1.4 Dose extensions should not be authorized for exposures which would be accrued in an emergency that are not related to the incident. Administrative dose limits should apply in these cases.
- 1.5 Minors and Declared Pregnant Females are not to be considered for receiving emergency doses.
- 1.6 Workers should not be allowed dose limits greater than 5 rem whole body unless both of the following conditions have been satisfied.
  - Lower doses through the rotation of workers or other commonly used dose reduction methods are not possible, and,
  - Instrumentation is available to measure their exposure.
- 1.7 Workers performing services during emergencies should, for the duration of the incident, be limited to:
  - Dose to the lens of the eye to three (3) times the listed whole body values
  - Dose to any other organ, including skin and body extremities, to ten (10) times the listed whole body values

Reference	RMT-2080-TSC-001	Rev. 4	Page 24 of 37
Activation and Operation of the TSC			
Attachment 12	Dose Extension and Authorization	Pages: 23 - 25	

1.8 Exposures should be limited as follows:

1.8.1 Protection of Valuable Property

- 10 rem whole body per incident for the protection of valuable property

1.8.2 Protection of Large Population

- $\leq 25$  rem whole body per lifetime if the exposure of workers that is incurred for the protection of large population may be considered justified for situations in which the collective dose avoided by the emergency operation is significantly larger than that incurred by the workers involved
- $> 25$  rem whole body per lifetime if the exposure of workers that is incurred for the protection of larger populations may be considered justified for situations in which the collective dose avoided by the emergency operation is significantly larger than that incurred by the workers involved provided:
  - The dose received is on a voluntary basis
  - The individual has full awareness of the risks involved
  - The individual has signed next to his/her name on the dose extension form

1.8.3 Life Threatening Situations

- $\leq 25$  rem whole body per lifetime for life saving activities
- $> 25$  rem whole body per lifetime for an unavoidable life threatening situation provided:
  - The Dose received is on a voluntary basis
  - The individual has full awareness of the risks involved (see Section 2 of this attachment)
  - The individual has signed next to his/her name on the dose extension form

1.9 Dose extensions are given for the task, not for the duration of the emergency.

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Activation and Operation of the TSC			
Attachment 12	Dose Extension and Authorization	Pages: 23 - 25	

- 2 Provide the information contained in this section to the individuals receiving emergency dose extensions:

Health Effects Associated with Whole Body Absorbed Doses Received Within a Few Hours <sup>a</sup>			
Whole Body Absorbed dose (rad)	Early Fatalities <sup>b</sup> (percent)	Whole Body Absorbed dose (rad)	Prodromal Effects <sup>c</sup> (percent affected)
140	5	50	2
200	5	100	15
300	50	150	50
400	85	200	85
460	95	250	98

<sup>a</sup> Risks will be lower for protracted exposure periods.

<sup>b</sup> Supportive medical treatment may increase the dose at which these frequencies occur by approximately 50 percent.

<sup>c</sup> Forewarning symptoms of more serious health effects associated with large doses of radiation.

Approximate Cancer Risk to Average Individuals from 25 rem Effective Dose Equivalent Delivered Promptly. To estimate average cancer mortality for moderately higher doses the results may be increased linearly.

Age at exposure (years)	Appropriate risk of premature death (deaths per 1,000 persons exposed)	Average years of life lost if premature death occurs (years)
20 to 30	9.1	24
30 to 40	7.2	19
40 to 50	5.3	15
50 to 60	3.5	11

- 3 Complete Data Sheet 3, Dose Extension Form (using TSC Administrative personnel between the OSC and TSC as necessary).
- 3.1 Once SEC permission has been obtained, individuals may be dispatched from the OSC.

Reference	RMT-2080-TSC-001	Rev. 4	Page 26 of 37
Activation and Operation of the TSC			
Attachment 13	KI Administration	Page: 26	

**NOTE:** The SEC authorizes the use of KI during emergencies, under the recommendations of the RAC or RPD. Section 1 provides guidance for when KI should be administered.

- 1 The RAC or RPD should consider KI administration to affected individuals in the following instances:
  - 1.1 Prior to teams being dispatched when a radioactive release is known or suspected following fuel or clad damage.
  - 1.2 Prior to teams being dispatched when airborne concentrations to iodine are likely, suspected, or unknown following fuel or clad damage.
  - 1.3 Within 2 hours of a known or suspected uptake of iodine.
  - 1.4 When I-131 airborne concentrations approach  $2E-5\mu\text{Ci/cc}$ .
- 2 IF the RAC or RPD determines that KI administration is advisable, THEN request authorization of the SEC for KI administration.
- 3 IF authorization for KI administration has been obtained from the SEC, OBTAIN consent from individual(s) via 12-RMT-2080-OSC-001, Data Sheet 3, KI Consent Form.
- 4 IF consent has been given, THEN administer KI per the instruction of the RAC or RPD.

**NOTE:** KI is normally taken once per day for 10 days.

- 5 UPON completion of KI administration, RETURN the completed KI Consent Form to RP.

Reference	RMT-2080-TSC-001	Rev. 4	Page 27 of 37
Activation and Operation of the TSC			
Attachment 14	Classification		Page: 27

- 1 Perform classifications using PMP-2080-EPP-101.
- 2 IF a classification upgrade is warranted and the EOF has not been activated:
  - Note the time of the classification.
  - Notify the control room of the following:
    - classification upgrade
    - the time of the classification
    - to initiate plant public address announcements
    - sound the Nuclear Emergency Alarm as specified in the control room procedures
    - to make off-site notifications as specified in the control room procedures.
  - Notify the other facilities as applicable.
  - Perform a facility brief.
- 3 IF the EOF has been activated, THEN the Emergency Director must approve all classification upgrades.





Reference	RMT-2080-TSC-001	Rev. 4	Page 29 of 37
Activation and Operation of the TSC			
Data Sheet 2	Radiation Monitoring System	Pages: 29 - 30	

Unit No. \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_  
Data Collected by \_\_\_\_\_ Reviewed by \_\_\_\_\_

	ALARMS / TRENDS	MONITOR	CURRENT READING	UNITS	LOCATION
1	/	VRS-1101 / 1201		mR/h	Upper CTMT Area
2	/	VRS-2101 / 2201		mR/h	Upper CTMT Area
3	/	VRA-1310 / 2310		R/h	Upper CTMT High Range Area
4	/	VRA-1410 / 2410		R/h	Lower CTMT High Range Area
					Lower CTMT Airborne
5	/	ERS-1301 / 2301		µCi	Particulate
6	/	ERS-1303 / 2303		µCi	Lower CTMT Airborne Iodine
7	/	ERS-1305 / 2305		µCi/cc	Lower CTMT Airborne LRNG
8	/	ERS-1307 / 2307		µCi/cc	Lower CTMT Airborne MRNG
9	/	ERS-1309 / 2309		µCi/cc	Lower CTMT Airborne HRNG
					Lower CTMT Airborne
10	/	ERS-1401 / 2401		µCi	Particulate
11	/	ERS-1403 / 2403		µCi	Lower CTMT Airborne Iodine
12	/	ERS-1405 / 2405		µCi/cc	Lower CTMT Airborne LRNG
13	/	ERS-1407 / 2407		µCi/cc	Lower CTMT Airborne MRNG
14	/	ERS-1409 / 2409		µCi/cc	Lower CTMT Airborne HRNG
15	/	VRS-1501 / 2501	/	µCi	Unit Vent Effluent Particulate
16	/	VRS-1503 / 2503	/	µCi	Unit Vent Effluent Iodine
17	/	VRS-1505 / 2505	/	µCi/cc	Unit Vent Effluent LRNG
18	/	VRS-1507 / 2507	/	µCi/cc	Unit Vent Effluent MRNG
19	/	VRS-1509 / 2509	/	µCi/cc	Unit Vent Effluent HRNG
20	/	MRA-1601 / 2601		µCi/cc	S/G PORV Loop 1
21	/	MRA-1602 / 2602		µCi/cc	S/G PORV Loop 4
22	/	MRA-1701 / 2701		µCi/cc	S/G PORV Loop 2
23	/	MRA-1702 / 2702		µCi/cc	S/G PORV Loop 3
24	/	SRA-1805 / 2805		µCi/cc	Gland Steam Leakoff LRNG
25	/	SRA-1807 / 2807		µCi/cc	Gland Steam Leakoff MRNG
26	/	SRA-1809 / 2809		µCi/cc	Gland Steam Leakoff HRNG
27	/	SRA-1905 / 2905		µCi/cc	Steam Jet Air Ejector LRNG
28	/	SRA-1907 / 2907		µCi/cc	Steam Jet Air Ejector MRNG
29	/	SRA-1909 / 2909		µCi/cc	Steam Jet Air Ejector HRNG
30	/	DRS-3101 / 4101		µCi	S/G Blowdown
31	/	DRS-3201 / 4201		µCi	S/G Blowdown Treatment
32	/	SFR-1810 / 2810		CFM	Gland Steam Leakoff Flow
33	/	SFR-1910 / 2910		CFM	Steam Jet Air Ejector Flow
34	/	VFR-1510 / 2510	/	CFM	Unit Vent Effluent Flow
35	/	Wind Speed		MPH	
36	/	Wind Direction		° (From)	
37	/	Air Temp. Δ T		° F	



Reference	RMT-2080-TSC-001	Rev. 4	Page 31 of 37
Activation and Operation of the TSC			
Data Sheet 3	Dose Extension Form		Page: 31

Request Date: \_\_\_\_\_ Time: \_\_\_\_\_

Estimated Dose Rate: \_\_\_\_\_

Estimated Stay Time: \_\_\_\_\_

Estimated Dose: \_\_\_\_\_

Reason for Dose Extension Request:

**NOTE:** Any extension limit >25 rem requires the signature of the individual next to his/her name indicating:

- Dose is voluntary
- Individuals have reviewed, understand, and are aware of the medical risks involved
- Individuals have been given the opportunity to refuse the extension with no repercussions

Name	SSN	Current Incident Dose	Dose Extension Limit

Radiological Assessment Coordinator: \_\_\_\_\_ Date/Time: \_\_\_\_\_

Approval Authority (Non-Delegable Signature)

Site Emergency Coordinator: \_\_\_\_\_ Date/Time: \_\_\_\_\_

Approval Authority (Non-Delegable Signature)

Reference	RMT-2080-TSC-001	Rev. 4	Page 32 of 37
Activation and Operation of the TSC			
Figure 1	Definitions and Abbreviations	Page: 32 - 33	

<u>Term</u>	<u>Meaning</u>
ARAC	Assistant Radiological Assessment Coordinator
CAS	Central Alarm Station
DAM	Data Acquisition Module
EAD	Environmental Assessment Director (EOF)
EOC	Emergency Operations Center (Lansing)
EOF	Emergency Operations Facility
ENC	Emergency News Center
ERDS	Emergency Response Data System
ERO	Emergency Response Organization
GE	General Emergency
JPIC	Joint Public Information Center
KI	Potassium Iodide (thyroid blocking agent)
OSC	Operations Support Center
PAR	Protective Action Recommendation
PET	Plant Evaluation Team
PPC	Plant Process Computer
RAC	Radiological Assessment Coordinator
RDR	Real-time Data Repository
RMS	Radiation Monitoring System
SAE	Site Area Emergency
SAS	Secondary Alarm Station

Reference	RMT-2080-TSC-001	Rev. 4	Page 33 of 37
Activation and Operation of the TSC			
Figure 1	Definitions and Abbreviations	Page: 32 - 33	

<u>Term</u>	<u>Meaning</u>
SEC	Site Emergency Coordinator
TSC	Technical Support Center
UE	Unusual Event

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Activation and Operation of the TSC			
Figure 2	Position Descriptions		Pages: 34 - 37

The position descriptions provided are intended as guidance. Deviations and additions to these descriptions are allowed as long as the accomplished objectives can be achieved.

#### **Assistant SEC**

- Ensures all TSC staff carry out their assigned functions;
- Ensures timely exchange of information within the TSC staff and among interfacing facilities;
- Manages the activities of the Plant Evaluation Team (PET);
- Works with the Operations Support Center Manager to implement repair and corrective action activities;
- Interfaces with the SEC on matters such as emergency classification and on-site actions in progress.
- Confers and/or advises the Public Affairs Liaison in determining responses to requests for information when requested.
- Fulfills SEC duties in the absence of the SEC.

#### **Radiological Assessment Coordinator and Assistant RAC**

- Provides expertise in the area of radiation protection to the PET and Assistant SEC;
- Provides assistance to the Radiation Protection Director in determination of protective actions for on-site personnel, including emergency response teams. These protective action determinations include:
  - Assembly/evacuation of non-essential personnel,
  - Evacuation of on-site emergency response facilities due to adverse radiological conditions,
  - Administration of KI.
- Determines staffing needs in the area of radiation protection and informs the SEC/Assistant SEC of deficiencies in this area.
- Obtains the approval of the Site Emergency Coordinator (SEC) for individuals to exceed the dose limits specified in 10 CFR 20.
- Periodically assesses TSC radiological habitability and makes recommendations to the SEC/Assistant SEC for facility evacuation if necessary.
- Obtains RMS data from the Control Terminal or directly from radiation monitors when the PPC is unavailable. Applicable data is transcribed on the Radiation Monitoring System Data Sheet for transmission to the EOF and applicable public information center (ENC or JPIC).

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Activation and Operation of the TSC			
Figure 2	Position Descriptions	Pages: 34 - 37	

#### **Plant Evaluation Team**

- Requests OSC response team(s) (through the SEC) to perform diagnostic or mitigating actions as necessary;
- Provides an independent technical analysis of plant conditions;
- Develops corrective action recommendations;
- Provides technical assistance to Operations personnel when requested;
- Monitors fission product barrier status (PET Operations);
- Recommends emergency classification changes as necessary;
- Responds to questions from off-site agencies, as directed by the SEC/Assistant SEC;
- Provides a person to act as Scribe in updating the Plant Status Board in the event that the PPC becomes unavailable (PET-Training representative is suggested), as requested by the Administrative Coordinator.

#### **Public Affairs Liaison**

- Communicates with public affairs personnel at the ENC or JPIC to provide information relative to the emergency when requested.
- Confers with the SEC/Assistant SEC to determine responses to public affairs personnel information requests when necessary.

#### **TSC Boardwriter**

- Maintains the chronological event status board based upon information obtained from the Control Room Communicator and as deemed necessary by the Assistant SEC;
- Communicates information from the TSC to the EOF and Control Room, including status/activities of the OSC;
- Relays incoming messages/requests to the applicable TSC member when requested by the Control Room or EOF.

#### **TSC Administrative Support**

- Transmission of hard copy documents from the TSC to the EOF and/or OSC;
- Transmission of hard copy documents from the TSC to the ENC or JPIC as appropriate (see Attachment 5 "Document Transmission/Distribution" for documents that are "routinely" transmitted).
- Hand carries documents between the TSC and Control Room (conditions permitting);
- Duplicates and distributes documents within the TSC;
- Performs general administrative tasks as directed by the Administrative Coordinator (see Attachment 5 "Document Transmission/Distribution" for documents that are "routinely" distributed).

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Activation and Operation of the TSC			
Figure 2	Position Descriptions	Pages: 34 - 37	

### **TSC Team Coordinator**

- Communicates directions regarding team dispositioning from the Assistant SEC or SEC to the OSC;
- Receives status reports on emergency response teams from the OSC and provides this information to the TSC.
- Relays messages from the OSC to the applicable TSC personnel.

### **TSC Administrative Coordinator**

- Directs and coordinates communications activities in the TSC, including providing direction to the FAX Administrative Support, Boardwriter, and TSC Team Coordinator;
- Duplicates and distributes hard copy documents within the TSC;
- Transmits hard copy documents to the EOF, ENC, or JPIC;
- Acquires technical documents (prints, procedures, technical manuals, etc.) at the request of the Plant Evaluation Team.
- Compiles information to be reported off-site from the PET and RAC;
- Obtains approval of the SEC/Assistant SEC prior to releasing any information off-site.
- Announces information over the plant Public Address system as directed by the SEC/Assistant SEC.
- Assigns a TSC member to act as a Scribe in updating the Plant Status Board in the event that the PPC is not functioning. (It is suggested that the PET-Training representative perform this function.)

### **Security Director**

- Initiates and oversees Security actions for site personnel assembly and accountability when requested by the SEC.
- Initiates and oversees Security actions for evacuation of site personnel when requested by the SEC.
- Implements Security actions to bar the PABX (plant telephone system) upon the declaration of a Site Area Emergency or higher classification.

### **Site Emergency Coordinator**

- Reviews the emergency situation with the Shift Manager.
- Assumes the Site Emergency Coordinator responsibilities from the Shift Manager for overall management of plant and emergency response functions, and assures that proper actions are being taken to mitigate the event.
- Ensures that the proper State/County authorities, NRC and AEP officials are notified.



Reference	RMT-2080-TSC-001	Rev. 4	Page 37 of 37
Activation and Operation of the TSC			
Figure 2	Position Descriptions	Pages: 34 - 37	

- Makes recommendations to State/County authorities responsible for offsite emergency measures during the initial phase of the nuclear incident prior to activation of the EOF.
- Orders the assembly, accountability, and evacuation of all non-essential plant personnel upon the declaration of a Site Area Emergency (or higher) classification, or at a lower classification if deemed prudent by SEC judgement. (Accountability may be performed via the plant exit turnstiles, rather than assembly areas, if so designated by the SEC.)
- Grants approval of PET requests for OSC team actions.
- Prioritizes OSC team missions by importance.
- Orders the evacuation of the TSC for habitability concerns, if necessary, and relocation or evacuation of TSC personnel.
- Authorizes dose extensions.
- Authorizes KI administration.
- Relinquishes all TSC and Control Room responsibilities and functions relative to Classification, Notification, and PAR's upon activation of the EOF.