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January 15, 2004

U. S. Nuclear Regulatory Commission  
Document Control Desk  
Washington, D. C. 20555

Subject: Oconee Nuclear Station  
Docket Nos. 50-269, -270, -287  
Emergency Plan Implementing Procedures Manual  
Volume B, Revision 2004-01

Please find attached for your use and review copies of the revision to the Oconee Nuclear Station Emergency Plan:

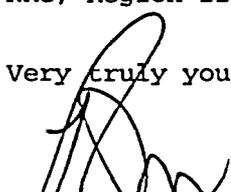
Volume B Revision 2004-01 January 2004

This revision is being submitted in accordance with 10 CFR 50-54(q) and does not decrease the effectiveness of the Emergency Plan or the Emergency Plan Implementing Procedures.

Any questions or concerns pertaining to this revision please call Rodney Brown, Emergency Planning Manager at 864-885-3301.

By copy of this letter, two copies of this revision are being provided to the NRC, Region II, Atlanta, Georgia.

Very truly yours,



R. A. Jones  
VP, Oconee Nuclear Site

xc: (w/2 copies of attachments)  
Mr. Luis Reyes,  
Regional Administrator, Region II  
U. S. Nuclear Regulatory Commission  
61 Forsyth St., SW, Suite 24T23  
Atlanta, Georgia 30303

w/copy of attachments  
Mr. James R. Hall  
Rockville, Maryland

(w/o Attachments, Oconee Nuclear Station)  
NRC Resident Inspector  
J. R. Brown, Manager, Emergency Planning

A045

January 15, 2004

OCONEE NUCLEAR SITE

SUBJECT: Emergency Plan Implementing Procedures  
Volume B, Revision 2004-01

Please make the following changes to the Emergency Plan, Volume B by following the below instructions.

REMOVE

Cover Sheet Rev. 2003-08

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CP/1&2/A/2002/005 - 09/10/03

C/3/A/2002/005 - 09/10/03

RP/0/B/1000/025 - 04/29/03

INSERT

Cover Sheet Rev. 2004-01

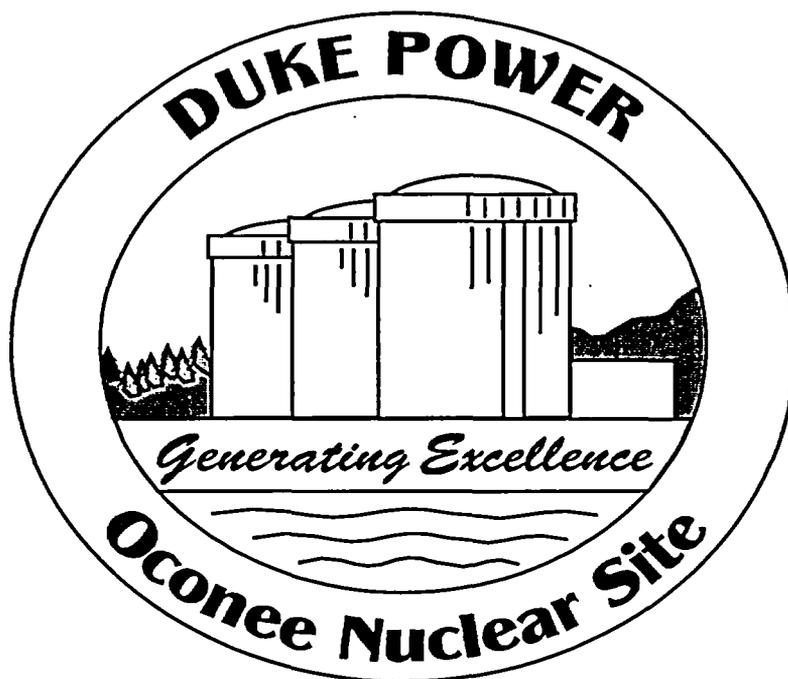
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CP/1&2/A/2002/005 - 01/07/04

CP/3/A/2002/005 - 01/07/04

RP/0/B/1000/025 - 01/12/04

**DUKE POWER**  
**EMERGENCY PLAN**  
**IMPLEMENTING PROCEDURES**  
**VOLUME B**



**APPROVED:**

Larry E. Nicholson, Manager  
Safety Assurance

01/15/2004

Date Approved

01/15/2004

Effective Date

**VOLUME B**  
**REVISION 2004-01**  
**JANUARY 2004**

**VOLUME B**  
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CP/1&2/A/2002/005	Post Accident Caustic Injection Into The Low Pressure Injection System	01/07/04
CP/2/A/2002/004C	Operating Procedure For The Post Accident Liquid Sampling System (PALSS)	01/10/03
CP/3/A/2002/004C	Operation Procedure For The Post-Accident Liquid Sampling System (PALSS)	01/10/03
CP/3/A/2002/005	Post Accident Caustic Injection Into The Low Pressure Injection System	01/07/04
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HP/0/B/1009/015	Procedure For Sampling And Quantifying High Level Gaseous Radioiodine And Particulate Radioactivity	07/23/01
HP/0/B/1009/016	Procedure For Emergency Decontamination Of Personnel And Vehicles On-Site And From Off-Site Remote Assembly Area	12/29/97
HP/1/A/1009/017	Operating Procedure For Post-Accident Containment Air Sampling System	09/13/00
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Radiation Protection Manual 11.4	Radiation Protection Site Assembly	06/05/00
Safety Services Procedure 2.1	Safety Services Emergency Response Procedure 2.1	03/14/00

Duke Power Company  
PROCEDURE PROCESS RECORD

(1) ID No. CP/1&2/A/2002/005

Revision No. 19

Continuous Use

PREPARATION

(2) Station Oconee Nuclear Station

(3) Procedure Title Post Accident Caustic Injection Into the Low Pressure Injection System

(4) Prepared By [Signature] Date 12/18/03

- (5) Requires NSD 228 Applicability Determination?
- Yes (New procedure or revision with major changes)
  - No (Revision with minor changes)
  - No (To incorporate previously approved changes)

(6) Reviewed By [Signature] (QR) Date 1-7-04

Cross-Disciplinary Review By \_\_\_\_\_ (QR) NA [Signature] Date \_\_\_\_\_

Reactivity Mgmt. Review By \_\_\_\_\_ (QR) NA [Signature] Date \_\_\_\_\_

Mgmt. Involvement Review By \_\_\_\_\_ (Ops. Supt.) NA \_\_\_\_\_ Date \_\_\_\_\_

(7) Additional Reviews

QA Review By \_\_\_\_\_ Date \_\_\_\_\_

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_

(8) Temporary Approval (if necessary)

By \_\_\_\_\_ (OSM/QR) Date \_\_\_\_\_

By \_\_\_\_\_ (QR) Date \_\_\_\_\_

(9) Approved By Amanda Pauland Date 1-7-04

PERFORMANCE (Compare with control copy every 14 calendar days while work is being performed.)

(10) Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

(11) Date(s) Performed \_\_\_\_\_

Work Order Number (WO#) \_\_\_\_\_

COMPLETION

(12) Procedure Completion Verification

- Yes  NA Check lists and/or blanks initialed, signed, dated, or filled in NA, as appropriate?
- Yes  NA Required enclosures attached?
- Yes  NA Data sheets attached, completed, dated, and signed?
- Yes  NA Charts, graphs, etc. attached, dated, identified, and marked?
- Yes  NA Procedure requirements met?

Verified By \_\_\_\_\_ Date \_\_\_\_\_

(13) Procedure Completion Approved \_\_\_\_\_ Date \_\_\_\_\_

(14) Remarks (Attach additional pages, if necessary)

## Post Accident Caustic Injection into the Low Pressure Injection System

- NOTE:**
1. This entire procedure supports an AP or EOP action. The procedure will require AP/EOP validation per NSD 705.
  2. A control copy of this procedure shall be routed to the Emergency Preparedness Team within 3 working days after any approved changes.

### 1. Purpose

1.1 This procedure is to provide instruction for determining the amount and method of caustic addition into the LPI System during a LOCA.

#### 1.2 Principle

Caustic is injected into the LPI System during a LOCA to neutralize the borated water used in the Reactor Building Emergency Spray System to pH 7.0 - 8.0.

The neutralization will inhibit the generation of hydrogen gas and promote a higher partition factor for iodine.

### 2. Limits and Precautions

- 2.1 The following safety equipment shall be worn when connecting/disconnecting caustic tote bins:
  - 2.1.1 Chemical goggles
  - 2.1.2 Face shield
  - 2.1.3 Corrosive resistant suit, neoprene or chemrel
  - 2.1.4 Corrosive resistant boots, neoprene or PVC
  - 2.1.5 Corrosive resistant gloves, neoprene or PVC
- 2.2 Chemical hazards shall be known prior to use. For additional information refer to the MSDS sheets shall be referenced.
- 2.3 Under accident conditions, valve alignments shall **NOT** be made and injection shall **NOT** begin without prior authorization from the Operations Emergency Coordinator **OR** the Technical Support Center (TSC)/Operational Support Center (OSC)!

**NOTE:** An initial caustic add of 15 inches will neutralize an RCS inventory of 80,000 gallons with a boron concentration of 1800 ppm. This is a conservative initial add to allow immediate response to a large break LOCA.

- 2.4 An initial caustic add of 15 inches can be made without performing CSM 5.2, Enclosure 6.3 (Caustic Addition Calculations).
- 2.5 In the event of a caustic spill, extension 4911 shall be called to report spill.
- 2.6 ITS 5.4.1.a and SLC 16.13.7 require that pH be measured AND that the addition of caustic to Reactor Coolant commence within 30 minutes AFTER switchover to Recirculation Mode of Core Cooling to adjust the pH to a range of 7.0 to 8.0 WITHIN 24 hours.

During recirculation mode, long-term core cooling is provided by injection of water from the Reactor Building Emergency Sump to the core by the Low Pressure Injection (LPI) pumps (1 LP-19 & 20 or 2 LP-19 & 20 are open). Switchover to recirculation mode is accomplished with minimal level in the BWST.

- 2.7 Safety and caustic addition equipment is stored in the brown storage container located in the Auxiliary Building, Unit 1 & 2 Chemical Addition Area.
- 2.8 Keys to the brown storage container are stored with the caustic addition procedures in the OSC Chemistry Emergency Procedure Files and in the filing cabinet located in the Primary Chemistry lab office. All personnel in Primary Chemistry and Radwaste have also been issued individual keys.
- 2.9 Power to the caustic addition pump is provided through 1XL located near the LPI hatch area. (Power supply diagram, Enclosure 5.6.)
- 2.10 Protective clothing shall be worn prior to connecting/disconnecting chemical line on tote bin.

### 3. Procedure

- 3.1 Upon notification from Operations Emergency Coordinator OR TSC / OSC take the following actions to align the caustic addition system to the appropriate unit:

**NOTE:** The following steps may be performed simultaneously to conserve time.

- Verify eyewash station and safety shower operable.
- Verify label of tote bin to be used for addition as caustic soda and/or sodium hydroxide (NaOH).

- Mark the current liquid level directly on the translucent tote bin container.
- Measure down from the liquid level mark 15 inches.
  - Mark this level directly on the tote bin.
- IF** necessary, move the tote bin into position.
  - Remove dust cover from swagelock fitting on tote bin.
  - Remove dust cover from swagelock fitting at CA-36 (Caustic Pump Suction Tell Tale). (Bottom of 1&2 Caustic Mix Tank downstream of CA-35, Elev 783)

**NOTE:** Protective clothing shall be worn prior to Step 3.1.1.

- 3.1.1 Connect stainless steel flex hose to the Swagelock quick-connect fitting upstream of CA-36 (Caustic Pump Suction Tell Tale) (Bottom of 1&2 Caustic Mix Tank downstream of CA-35, Elev. 783).
- 3.1.2 Connect stainless steel flex hose to the Swagelock fitting on tote-bin.
- 3.1.3 For Unit 1, notify Operations for permission to operate 1CA-62 AND 1LP-51 per procedure.  
Person contacted \_\_\_\_\_
- 3.1.4 For Unit 2, notify Operations for permission to operate 2CA-63 AND 2LP-51 per procedure.  
Person contacted \_\_\_\_\_
- 3.1.5 For Unit 1, ensure valve alignments per Enclosure 5.1.
- 3.1.6 For Unit 2, ensure valve alignments per Enclosure 5.2.
- 3.1.7 Vent the caustic tote bin by removing the tote bin fill cap.
- 3.1.8 Open the caustic tote bin outlet valve.
- 3.1.9 Notify Operations OR the OSC (if activated) that valve alignments for caustic injection are complete and ready to be initiated.  
Person contacted \_\_\_\_\_ Date/Time \_\_\_\_\_ / \_\_\_\_\_

**NOTE:** Low dose waiting area shall be used as possible during addition.

The caustic pump switch is located on the Chemical Addition Control Panel. The maximum pump capacity is approximately 2 gallons per minute.

3.1.10 WHEN notified by Operations, perform the following:

- 3.1.10.1 Open CA-36 (Caustic Pump Suction Tell Tale). (bottom of 1&2 Caustic Mix Tank downstream of CA-35, Elev. 783)
- 3.1.10.2 Start Caustic Addition Pump.

3.1.11 Check pressure gauge (above CA-112) to ensure pump working.

- 3.1.12 Notify Operations OR the OSC (if activated) that caustic injection has begun.

Person contacted \_\_\_\_\_ Date/Time \_\_\_\_/\_\_\_\_

**NOTE:** The caustic pump has an average pump rate of 1.2 gallons per minute. To pump the initial setting of 15 inches will require 1.5 hours.

- 3.1.13 Calculate the total amount of caustic (in gallons) to be added for the neutralization of the borated water added to the system by using CSM 5.2 (Enclosure 6.3).
- 3.1.14 Convert gallons from Step 3.1.13 to inches (in the 350 gallon tote bin) by dividing the number of gallons to be added by 8.1.  
Gallons to be added \_\_\_\_\_ Inches to be added from the tote bin \_\_\_\_\_
- 3.1.15 Mark the calculated liquid level directly on the tote bin by measuring down from the original "current liquid level" mark made in Step 3.1.
- 3.1.16 WHEN the caustic tote bin level reaches the desired level (as marked in Step 3.1) OR WHEN the caustic tote bin is empty, STOP caustic addition pump using the switch located on the Chemical Addition Control Panel.
- 3.1.17 Close tote bin outlet valve.
- 3.1.18 Close CA-36 (Caustic Pump Suction Tell Tale) (Bottom of 1&2 Caustic Mix Tank downstream of CA-35, Elev 783).
- 3.1.19 Record time and volume added on Enclosure 5.5.

- 3.1.20 **IF** necessary, replace the caustic tote bin as follows:
- 3.1.20.1 Replace tote bin fill cap.
  - 3.1.20.2 Disconnect empty tote bin from swagelock fitting on stainless flex hose.
  - 3.1.20.3 **IF** necessary, perform the following:
    - Move tote bins.
    - Remove dust cover from swagelock fitting on new tote bin.
  - 3.1.20.4 Connect stainless flex hose to the new tote bin.
  - 3.1.20.5 **IF** pumping is to continue, mark the tote bin per Section 3.1 for the amount to be added from the new tote bin.
    - A. Proceed to Step 3.1.7.
- 3.1.21 Notify OSC that caustic addition to the LPI is complete and no further additions are in progress at this time.
- Person contacted \_\_\_\_\_ Date/Time \_\_\_\_\_ / \_\_\_\_\_
- 3.1.22 Allow LPI to recirc  $\approx$  2 hours for mixing.
- 3.1.23 **WHEN** authorized by the TSC/OSC, collect sample (per appropriate procedure) to determine the resultant pH of the reactor coolant.
- 3.1.24 **IF** pH is  $< 7.0$ ,
- Calculate (refer to CSM 5.2, Enclosure 6.3) the amount of caustic (in gallons) to be added.
  - Convert this number to inches (in the 350 gallon tote bin) by dividing the number of gallons to be added by 8.1 gallons/inch.
  - Record the values below:  
Gallons to be added: \_\_\_\_\_ Inches to be added from tote bin: \_\_\_\_\_
- 3.1.25 **IF** pH is  $> 7.0$ , go to Step 3.1.29.
- 3.1.26 Mark the current liquid level directly on the translucent tote bin container.

- 3.1.27 Measure down from this mark the number of inches calculated in Step 3.1.24 above.
  - Mark this level directly on the tote bin.
- 3.1.28 Repeat Steps 3.1.1 through 3.1.25 until all necessary caustic (as determined by TSC/OSC) has been added.
- 3.1.29 **WHEN** all necessary caustic has been added and upon authorization from the TSC/OSC, return the system to normal as follows:
  - 3.1.29.1 Replace tote bin fill cap.
  - 3.1.29.2 Disconnect empty tote bin from swagelock fitting on stainless flex hose.
  - 3.1.29.3 **For Unit 1**, notify Operations for permission to operate 1CA-62 **AND** 1LP-51 per procedure.  
Person contacted \_\_\_\_\_
  - 3.1.29.4 **For Unit 2**, notify Operations for permission to operate 2CA-63 **AND** 2LP-51 per procedure.  
Person contacted \_\_\_\_\_
  - 3.1.29.5 **For Unit 1**, perform alignments per Enclosure 5.3 to return valves to normal position.
  - 3.1.29.6 **For Unit 2**, perform alignments per Enclosure 5.4 to return valves to normal position.

#### 4. References

- 4.1 Dwg. No. OFD-110A-1.8 Chemical Addition System (Primary Side Chemical Addition)
- 4.2 Dwg. No. OFD-102A-1.1 and OFD-102A-2.1 Low Pressure Injection System, Borated Water Supply and LPI Pump Suction.
- 4.3 CSM 5.2
- 4.4 ITS 5.4.1.a
- 4.5 SLC 16.13.7

**5. Enclosures**

- 5.1 Valve Alignment for Caustic Injection on Unit 1
- 5.2 Valve Alignment for Caustic Injection on Unit 2
- 5.3 Normal Valve Alignment for Caustic Injection System on Unit 1
- 5.4 Normal Valve Alignment for Caustic Injection System on Unit 2
- 5.5 Caustic Mixing and Injection Record
- 5.6 Unit 1&2 Caustic Pump Power Supplies

**Enclosure 5.1**  
**Valve Alignment for**  
**Caustic Injection on Unit 1**

CP/1&2/A/2002/005

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**NOTE:** This enclosure is AP/EOP related.

Date \_\_\_\_\_

<i>DV</i>	<i>Init</i>	<i>Position</i>	<i>Valve No.</i>	<i>Valve Name</i>	<i>Location</i>
		Closed	2CA-98	Caustic to Unit #2 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Closed	1CA-58	Caustic to U1 LPI Suct Tell Tale (Chm)	Unit 1&2 LPI Hatch Area, AB, Elev 771, Col. T-72
		Open	1CA-39	Caustic to Unit #1 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm 118, Elev 771, Col. T-72
		Open	1CA-62	Caustic to Unit #1 LPI Block (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-72
		Open	1LP-51	LPI Sample Recirc Isolation (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 061, Elev 771, Col. T-71
		Open	CA-103	Caustic Recirc Line and Press Gauge Block	Downstream of 1&2 Caustic Pump and CA-37; Elev 783, Col. Q-67
		Closed	CA-96	Caustic Recirc Block	Recirc Line tapping off between CA-103 & CA-112 returning to Caustic Mix Tank, Elev 783
		Closed	CA-97	Caustic Recirc Block	Downstream of CA-96 and upstream of DW-120 or Caustic Mix Tank recirc line, Elev. 783
		Closed	CA-35	Caustic Pump Suction	Next valve after CA-34 Tank and upstream of Caustic Pump, Elev 783
		Closed	CA-37	Caustic Header to Waste Evap. Feed Tank Block	AB Hallway, Elev 783, near Col. P-74, 6 ft. overhead
		Open	CA-112	Caustic Pump Press Gauge Isol	First valve downstream of PG-27 (Pressure Gauge) behind Caustic Mix Tank on West Wall, Elev 783

**Enclosure 5.2**  
**Valve Alignment for**  
**Caustic Injection System on Unit 2**

CP1&2/A/2002/005  
Page 1 of 1

**NOTE:** This enclosure is AP/EOP related.

Date \_\_\_\_\_

<i>DV</i>	<i>Init</i>	<i>Position</i>	<i>Valve No.</i>	<i>Valve Name</i>	<i>Location</i>
		Closed	1CA-39	Caustic to Unit #1 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm 118, Elev 771, Col. T-72
		Closed	2CA-58	Caustic to #2 LPI Pump Suct. Tell Tale (Chm)	Unit 1&2 LPI Hatch Area, AB Rm 119, Elev 771, Col. T-74
		Open	2CA-98	Caustic to Unit #2 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Open	2CA-63	Caustic to Unit #2 LPI Block (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Open	2LP-51	LPI Sample Recirc Isolation (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 063, Elev 771, Col. T-71
		Open	CA-103	Caustic Recirc Line and Press Gauge Block	Downstream of 1&2 Caustic Pump and CA-37, Elev 783, Col. Q-67
		Closed	CA-96	Caustic Recirc Block	Recirc Line tapping off between CA-103 & CA-112 returning to Caustic Mix Tank, Elev 783
		Closed	CA-97	Caustic Recirc Block	Downstream of CA-96 and upstream of DW-120 or Caustic Mix Tank recirc line, Elev. 783
		Closed	CA-35	Caustic Pump Suction	Next valve after CA-34 Tank and upstream of Caustic Pump, Elev 783
		Closed	CA-37	Caustic Header to Waste Evap. Feed Tank Block	AB Hallway, Elev 783, near Col. P-74, 6 ft. overhead
		Open	CA-112	Caustic Pump Press Gauge Isol	First valve downstream of PG-27 (Pressure Gauge) behind Caustic Mix Tank on West Wall, Elev 783

Enclosure 5.3

CP/1&2/A/2002/005

Normal Valve Alignment for  
Caustic Injection System on Unit 1.

Page 1 of 1

**NOTE:** This enclosure is AP/EOP related.

Date \_\_\_\_\_

<i>DV</i>	<i>Init</i>	<i>Position</i>	<i>Valve No.</i>	<i>Valve Name</i>	<i>Location</i>
		Closed	2CA-98	Caustic to Unit #2 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Closed	2CA-63	Caustic to Unit #2 LPI Block (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Closed	1CA-58	Caustic to U1 LPI Suct Tell Tale (Chm)	Unit 1&2 LPI Hatch Area, AB, Elev 771, Col. T-72
		Closed	1CA-39	Caustic to Unit #1 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm 118, Elev 771, Col. T-72
		Closed	1CA-62	Caustic to Unit #1 LPI Block (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-72
		Closed	1LP-51	LPI Sample Recirc Isolation (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 061, Elev 771, Col. T-71
		Open	CA-103	Caustic Recirc Line and Press Gauge Block	Downstream of 1&2 Caustic Pump and CA-37, Elev 783, Col. Q-67
		Closed	CA-97	Caustic Recirc Block	Downstream of CA-96 and upstream of DW-120 on Caustic Mix Tank Recirc Line, Elev 783
		Closed	CA-96	Caustic Recirc Block	Recirc Line tapping off between CA-103 & CA-112 returning to Caustic Mix Tank, Elev 783
		Closed	LWD-267	Caustic Tank Outlet Drain	Base of Caustic Mix Tank West Side, Elev 783
		Closed	CA-34	Caustic Mix Tank Outlet	First valve from bottom of Caustic Mix Tank and upstream of Caustic Pump, Elev 783 Col. Q-68
		Closed	CA-35	Caustic Pump Suction	Next valve after CA-34 Tank and upstream of Caustic Pump, Elev 783
		Closed	CA-37	Caustic Header to Waste Evap. Feed Tank Block	AB Hallway, Elev 783, near Col. P-74, 6 ft. overhead
		Open	CA-112	Caustic Pump Press Gauge Isol	First valve downstream of PG-27 (Pressure Gauge) behind Caustic Mix Tank on West Wall, Elev 783
		Closed	CA-36	Caustic Pump Suction Tell Tale	Bottom of 1&2 Caustic Mix Tank downstream of CA-35, Elev 783

Normal Valve Alignment for  
Caustic Injection System on Unit 2

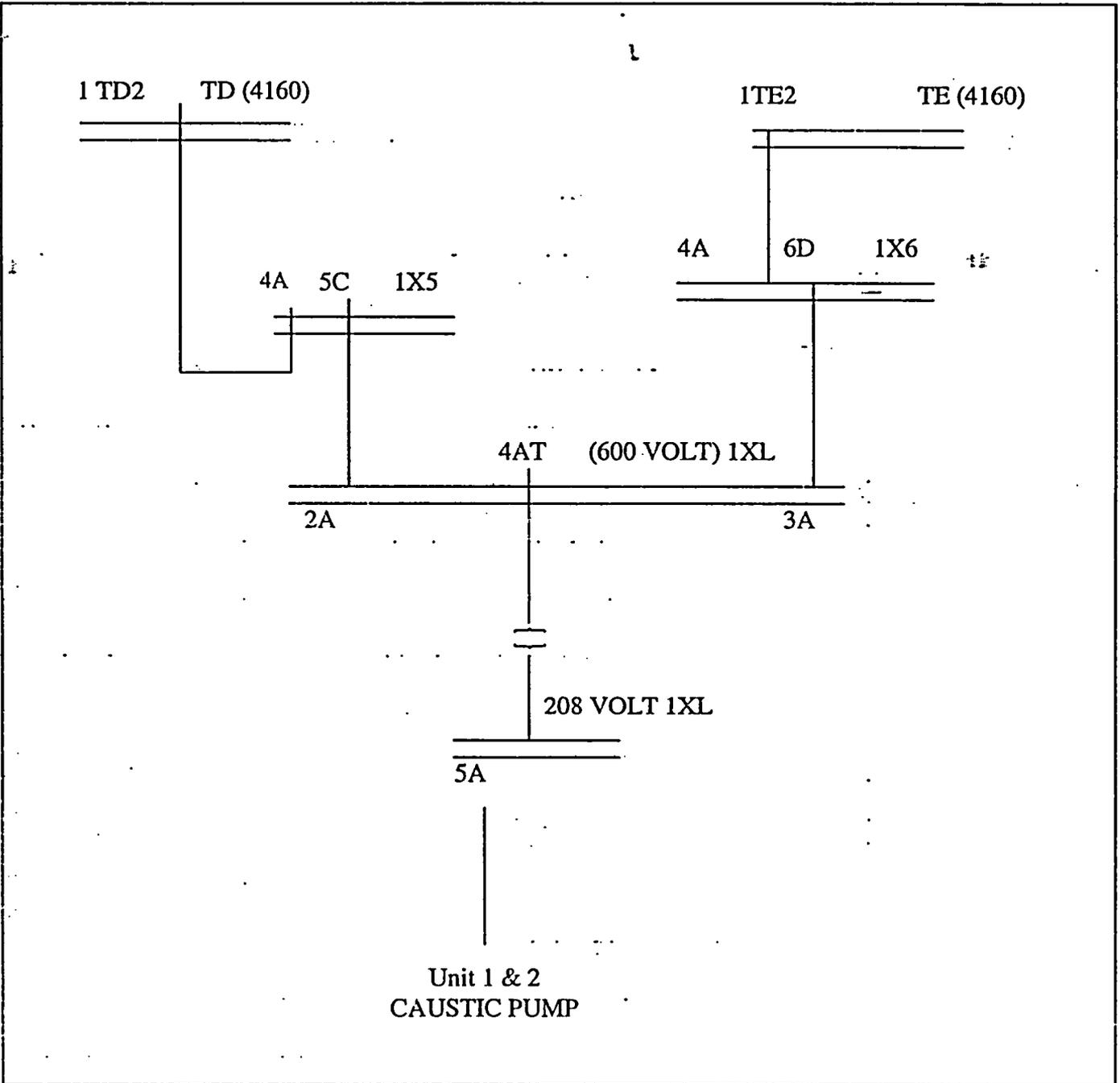
**NOTE:** This enclosure is AP/EOP related.

Date \_\_\_\_\_

<i>DV</i>	<i>Init</i>	<i>Position</i>	<i>Valve No.</i>	<i>Valve Name</i>	<i>Location</i>
		Closed	1CA-39	Caustic to Unit #1 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm 118, Elev 771, Col. T-72
		Closed	1CA-62	Caustic to Unit #1 LPI Block (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-72
		Closed	2CA-58	Caustic to #2 LPI Pump Suct Tell Tale (Chm)	Unit 1&2 LPI Hatch Area, AB Rm 119, Elev 771, Col. T-74
		Closed	2CA-98	Caustic to Unit #2 LPI Block (Chm)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Closed	2CA-63	Caustic to Unit #2 LPI Block (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 119, Elev 771, Col. T-74
		Closed	2LP-51	LPI Sample Recirc Isolation (Ops)	Unit 1&2 LPI Hatch Area, AB Rm. 063, Elev 771, Col. T-71
		Open	CA-103	Caustic Recirc Line and Press Gauge Block	Downstream of 1&2 Caustic Pump and CA-37, Elev 783, Col. Q-67.
		Closed	CA-97	Caustic Recirc Block	Downstream of CA-96 and upstream of DW-120 on Caustic Mix Tank Recirc Line, Elev 783
		Closed	CA-96	Caustic Recirc Block	Recirc Line tapping off between CA-103 & CA-112 returning to Caustic Mix Tank, Elev 783
		Closed	LWD-267	Caustic Tank Outlet Drain	Base of Caustic Mix Tank West Side, Elev 783
		Closed	CA-34	Caustic Mix Tank Outlet	First valve from bottom of Caustic Mix Tank and upstream of Caustic Pump, Elev 783 Col. Q-68.
		Closed	CA-35	Caustic Pump Suction	Next valve after CA-34 Tank and upstream of Caustic Pump, Elev 783
		Closed	CA-37	Caustic Header to Waste Evap. Feed Tank Block	AB Hallway, Elev 783, near Col. P-74, 6 ft. overhead
		Open	CA-112	Caustic Pump Press Gauge Isol	First valve downstream of PG-27 (Pressure Gauge) behind Caustic Mix Tank on West Wall, Elev 783
		Closed	CA-36	Caustic Pump Suction Tell Tale	Bottom of 1&2 Caustic Mix Tank downstream of CA-35, Elev 783



- NOTE:**
1. This enclosure is AP/EOP related.
  2. Operations alternates the power logic as outlined. Verification will be required to establish which alignment is in use at the time of question.



Duke Power Company  
PROCEDURE PROCESS RECORD

(1) ID No. CP/3/A/2002/005

Revision No. 17

Continuous Use

PREPARATION

(2) Station Oconee Nuclear Station

(3) Procedure Title Post Accident Caustic Injection Into the Low Pressure Injection System

(4) Prepared By [Signature] Date 12/18/03

- (5) Requires NSD 228 Applicability Determination?
  - Yes (New procedure or revision with major changes)
  - No (Revision with minor changes)
  - No (To incorporate previously approved changes)

(6) Reviewed By [Signature] (QR) Date 1/7/04

Cross-Disciplinary Review By \_\_\_\_\_ (QR) NA [Signature] Date \_\_\_\_\_

Reactivity Mgmt. Review By \_\_\_\_\_ (QR) NA [Signature] Date \_\_\_\_\_

Mgmt. Involvement Review By \_\_\_\_\_ (Ops. Supt.) NA \_\_\_\_\_ Date \_\_\_\_\_

(7) Additional Reviews

QA Review By \_\_\_\_\_ Date \_\_\_\_\_

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_

Temporary Approval (if necessary)

By \_\_\_\_\_ (OSM/QR) Date \_\_\_\_\_

By \_\_\_\_\_ (QR) Date \_\_\_\_\_

(9) Approved By [Signature] Date 1-7-04

PERFORMANCE (Compare with control copy every 14 calendar days while work is being performed.)

(10) Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

(11) Date(s) Performed \_\_\_\_\_

Work Order Number (WO#) \_\_\_\_\_

COMPLETION

(12) Procedure Completion Verification

- Yes  NA Check lists and/or blanks initialed, signed, dated, or filled in NA, as appropriate?
- Yes  NA Required enclosures attached?
- Yes  NA Data sheets attached, completed, dated, and signed?
- Yes  NA Charts, graphs, etc. attached, dated, identified, and marked?
- Yes  NA Procedure requirements met?

Verified By \_\_\_\_\_ Date \_\_\_\_\_

Procedure Completion Approved \_\_\_\_\_ Date \_\_\_\_\_

(14) Remarks (Attach additional pages, if necessary)

## Post Accident Caustic Injection into the Low Pressure Injection System

- NOTE:**
1. This entire procedure supports an AP or EOP action. The procedure will require AP/EOP validation per NSD 705.
  2. A control copy of this procedure shall be routed to the Emergency Preparedness Team within 3 working days after any approved changes.

### 1. Purpose

1.1 This procedure is to provide instruction for caustic addition into the LPI System during a Loss of Coolant Accident. (LOCA)

1.2 Principle

Caustic is injected into the LPI System during a LOCA to neutralize the borated water used in the Reactor Building Emergency Spray System to pH 7.0 - 8.0.

The neutralization will inhibit the generation of hydrogen gas and promote a higher partition factor for iodine.

### 2. Limits and Precautions

- 2.1 The following safety equipment shall be worn when connecting/disconnecting caustic tote bins:
- 2.1.1 Chemical goggles
  - 2.1.2 Face shield
  - 2.1.3 Corrosive resistant suit, neoprene or chemrel
  - 2.1.4 Corrosive resistant boots, neoprene or PVC
  - 2.1.5 Corrosive resistant gloves, neoprene or PVC
- 2.2 Chemical hazards shall be known prior to use. For additional information, MSDS sheets shall be referenced.
- 2.3 Under accident conditions, valve alignments shall **NOT** be made and injection shall **NOT** begin without prior authorization from the Operations Emergency Coordinator **OR** the Technical Support Center (TSC) / Operational Support Center (OSC)!

**NOTE:** An initial caustic add of 15 inches will neutralize an RCS inventory of 80,000 gallons with a boron concentration of 1800 ppm. This is a conservative initial add to allow immediate response to a large break LOCA.

- 2.4 An initial caustic add of 15 inches can be made without performing CSM 5.2, Enclosure 6.3 (Caustic Addition Calculations).
- 2.5 In the event of caustic spill, extension 4911 shall be called to report spill.
- 2.6 ITS 5.4.1.a and SLC 16.13.7 require that pH be measured AND that the addition of caustic to Reactor Coolant commence within 30 minutes AFTER switchover to recirculation mode of core cooling to adjust pH to a range of 7.0 to 8.0 WITHIN 24 hours.  
  
 During recirculation mode, long-term core cooling is provided by injection of water from the Reactor Building Emergency Sump to the core by the Low Pressure Injection (LPI) pumps (3 LP-19 and 3 LP-20 are open). Switchover to recirculation mode is accomplished with minimal level in the BWST.
- 2.7 Safety and caustic addition equipment is stored in the brown storage container located in the Auxiliary Building, Unit 1 & 2 Chemical Addition Area. The following equipment should be retrieved for Caustic Addition:
 

Chemical Goggles	Tape Measure
Face Shield	Marking Pen (to mark level on Tote Bin)
Corrosive resistant suit	Bung Wrench
Corrosive resistant gloves	Leather Gloves
- 2.8 Keys to the brown storage container are stored with the caustic addition procedure in the OSC Chemistry Emergency Procedure Files and in the filing cabinet located in the Primary Chemistry lab office. All personnel in Primary Chemistry and Radwaste have also been issued individual keys.
- 2.9 Power to the caustic addition pump is provided through 3XL located near the LPI Hatch Area (Power supply diagram, Enclosure 5.4).
- 2.10 Protective clothing shall be worn prior to connecting/disconnecting chemical line or tote bin.

### 3. Procedure

- 3.1 Upon notification from Operations Emergency Coordinator OR TSC / OSC, take the following actions to align the caustic addition system to the appropriate unit:

**NOTE:** The following steps may be performed simultaneously to conserve time.

- Verify eyewash and safety shower operable.
- Verify label of tote bin to be used for addition as caustic soda AND/OR sodium hydroxide (NaOH).
- Mark the current liquid level directly on the translucent tote bin container.
- Measure down from the liquid level mark 15 inches.
  - Mark this level directly on the tote bin.
- IF necessary, move the tote bin into position.
- Remove dust cover from Swagelock fitting on tote bin.
- Remove dust cover from Swagelock fitting at 3CA-36 (Caustic Pump Suction Tell Tale). (AB Elev 771 at base of Unit 3 NaOH pump)

**NOTE:** Protective clothing shall be worn prior to Step 3.1.1.

- 3.1.1 Connect stainless steel flex hose to the Swagelock quick-connect fitting upstream of 3CA-36 (Caustic Pump Suction Tell Tale). (AB 771 at base of Unit 3 NaOH pump)
- 3.1.2 Connect stainless steel flex hose to the Swagelock fitting on the tote bin.
- 3.1.3 Notify Operations for permission to operate 3CA-62 AND 3LP-51 per procedure.  
Person contacted \_\_\_\_\_
- 3.1.4 Ensure valve alignments per Enclosure 5.1 to allow caustic injection into the Low Pressure Injection (LPI) pump suction on Unit 3.
- 3.1.5 Vent the caustic tote bin by removing the tote bin fill cap.
- 3.1.6 Open the caustic tote bin outlet valve.

- 3.1.7 Notify Operations OR the OSC (if activated) that valve alignments for caustic injection are complete and ready to be initiated.

Person contacted \_\_\_\_\_ Date/Time \_\_\_\_/\_\_\_\_/\_\_\_\_

**NOTE:** The caustic pump switch is located on the Chemical Addition Control Panel. The maximum pump capacity is approximately 2 gallons per minute.

- 3.1.8 WHEN notified by Operations perform the following:

3.1.8.1 Open 3CA-36 (Caustic Pump Suction Tell Tale). (AB Elev. 771 at base of U3 NaOH Pump).

3.1.8.2 Start caustic addition pump.

- 3.1.9 Check pressure gauge 3PG-262 (upstream 3CA-112, AB Elev. 771 adjacent to but west of Unit 3 NaOH mix tank) to verify the pump is working.

**NOTE:** Low dose waiting area as possible during addition

- 3.1.10 Notify Operations OR the OSC (if activated) that caustic injection has begun.

Person contacted \_\_\_\_\_ Date/Time \_\_\_\_/\_\_\_\_/\_\_\_\_

**NOTE:** The caustic pump has an average pump rate of 1.2 gallons per minute. To pump the initial setting of 15 inches will require 1.5 hours.

- 3.1.11 Calculate the total amount of caustic (in gallons) to be added for the neutralization of the borated water added to the system by using CSM 5.2 (Enclosure 6.3).
- 3.1.12 Convert gallons from Step 3.1.10 to inches (in the 350 gallon tote bin) by dividing the number of gallons to be added by 8.1. Record the values below:
- Gallons to be added \_\_\_\_\_ Inches to be added from the tote bin \_\_\_\_\_
- 3.1.13 Mark the calculated liquid level directly on the tote bin by measuring down from the original "current liquid level" mark made in Step 3.1.
- 3.1.14 WHEN the caustic tote bin level reaches the desired level (as marked in Step 3.1) OR WHEN the caustic tote bin is empty, stop caustic addition pump using the switch located on the Chemical Addition Control Panel.
- 3.1.15 Close tote bin outlet valve.

- 3.1.16 Close 3CA-36 (Caustic Pump Suction Tell Tale) (AB Elev. 771 at base of Unit 3 NaOH pump).
- 3.1.17 Record time and volume added on Enclosure 5.3.
- 3.1.18 **IF** necessary, replace the caustic tote bin as follows:
- 3.1.18.1 Replace tote bin fill cap.
  - 3.1.18.2 Disconnect empty tote bin from Swagelock fitting on stainless flex hose.
  - 3.1.18.3 **IF** necessary, move tote bins and remove dust cover from Swagelock fitting on new tote bin.
  - 3.1.18.4 Connect stainless flex hose to the new tote bin.
  - 3.1.18.5 **IF** pumping is to continue,
    - A. Mark the tote bin per Section 3.1 for the amount to be added from the new tote bin
    - B. Proceed to Step 3.1.5.
- 3.1.19 Notify OSC caustic addition to U-3 LPI is complete and no further additions are in progress.
- Person contacted \_\_\_\_\_ Date/Time \_\_\_\_\_ / \_\_\_\_\_
- 3.1.20 Allow LPI to recirc for 2 hours for mixing.
- 3.1.21 **WHEN** authorized by the TSC/OSC, collect sample (per appropriate procedure) to determine the resultant pH of the reactor coolant.
- 3.1.22 **IF** pH is < 7.0:
- Calculate (refer to CSM 5.2, Enclosure 6.3) the amount of caustic (in gallons) to be added to complete the neutralization of the borated water added to the system.
  - Convert this number to inches (in the 350 gallon tote bin) by dividing the number of gallons to be added by 8.1 gallons/inch.
  - Record the values below:
- Gallons to be added: \_\_\_\_\_ Inches to be added from tote bin: \_\_\_\_\_

- 3.1.23 **IF** pH is > 7.0, go to Step 3.1.27.
- 3.1.24 Mark the current liquid level directly on the translucent tote bin container.
- 3.1.25 Measure down from this mark the number of inches calculated in Step 3.1.22 above.
  - Mark this level directly on the tote bin.
- 3.1.26 Repeat Steps 3.1.1 through 3.1.23 until all necessary caustic (as determined by TSC/OSC) has been added.
- 3.1.27 **WHEN** all necessary caustic has been added and upon authorization from the TSC/OSC, return the system to normal as follows:
  - 3.1.27.1 Replace tote bin fill cap.
  - 3.1.27.2 Disconnect empty tote bin from Swagelock fitting on stainless flex hose.
  - 3.1.27.3 Notify Operations for permission to operate 3CA-62 **AND** 3LP-51 per procedure.  
Person contacted \_\_\_\_\_
  - 3.1.27.4 Ensure alignments per Enclosure 5.2 to return valves to normal position.

#### 4. References

- 4.1 Dwg. No. OFD-110A-3.8 Chemical Addition System (Primary Side Chemical Addition)
- 4.2 Dwg. No. OFD-102A-3.1, Low Pressure Injection System, Borated Water Supply and LPI Pump Suction.
- 4.3 CSM 5.2
- 4.4 ITS 5.4.1.a
- 4.5 SLC 16.13.7

**5. Enclosures**

- 5.1 Valve Alignment for Caustic Injection on Unit 3
- 5.2 Normal Valve Alignment for Caustic Injection System on Unit 3
- 5.3 Caustic Mixing and Injection Record
- 5.4 Unit 3 Caustic Pump Power Supplies

**Enclosure 5.1**  
**Valve Alignment for**  
**Caustic Injection on Unit 3**

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**NOTE:** This enclosure is AP/EOP related.

Date \_\_\_\_\_

<i>DV</i>	<i>Init</i>	<i>Position</i>	<i>Valve No.</i>	<i>Valve Name</i>	<i>Location</i>
		Open	3CA-103	Caustic Recirc Line & Press Gauge Block	AB Rm. 150, at Caustic Mix Tank north side downstream of PG27 & upstream of 3CA-103
		Closed	3CA-96	Caustic Recirc Block	AB Elev 771 at Unit 3 NaOH Pump Discharge
		Closed	3CA-97	Caustic Recirc Block	AB Elev 771 at Unit 3 NaOH Pump Discharge
		Closed	3CA-35	Caustic Pump Suction	AB Elev 771 at base of Unit 3 NaOH pump
		Open	3CA-112	Caustic Pump Pressure Gauge Isolation	AB Elev 771 adjacent to but west of Unit 3 NaOH mix tank
		Closed	3CA-58	Caustic to #3 LP Pump Suction Tell Tale	AB Elev 783 Col. Q-91, near CC Cooler Room
		Open	3CA-39	Caustic to Unit #3 LP Block (Chm)	AB Hall, Elev 783 Col. Q-91, near CC Cooler Room
		Open	3CA-62	Caustic to Unit #3 LPI Block (OPS)	AB Elev 783 Col. Q-91, near CC Cooler Room
		Open	3LP-51	LPI Sample Recirc. Isolation Valve (Ops)	AB Elev 783 Col. R-90 near CC Cooler Room

Enclosure 5.2

CP/3/A/2002/005

Normal Valve Alignment for  
Caustic Injection System on Unit 3

Page 1 of 1

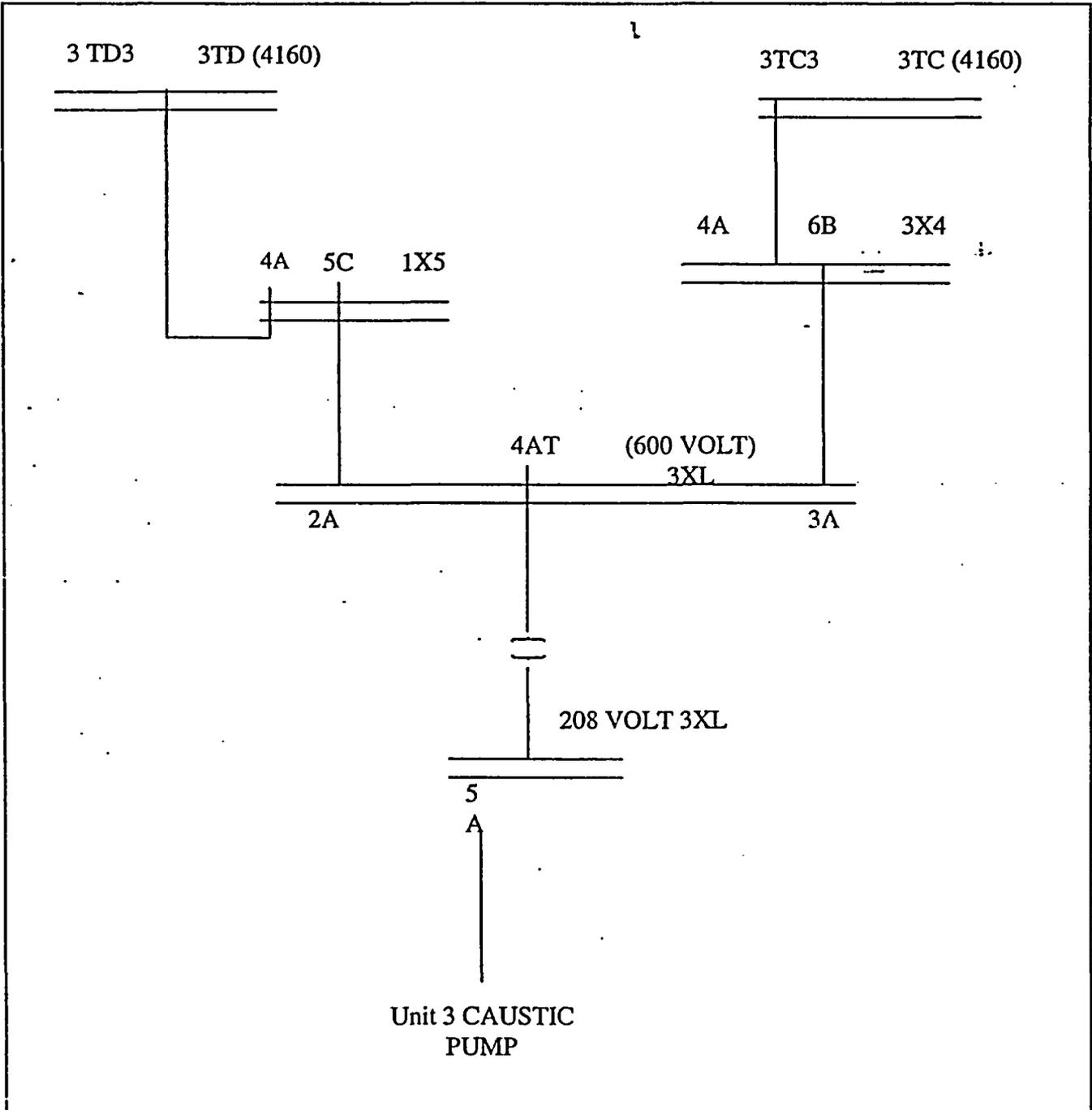
**NOTE:** This enclosure is AP/EOP related.

Date \_\_\_\_\_

<i>DV</i>	<i>Init</i>	<i>Position</i>	<i>Valve No.</i>	<i>Valve Name</i>	<i>Location</i>
		Open	3CA-103	Caustic Recirc Line & Press Gauge Block	AB Rm. 150, at Caustic Mix Tank north side downstream of PG27 & upstream of 3CA-103
		Closed	3CA-97	Caustic Recirc Block	AB Elev 771 overhead at Unit 3 NaOH mix tank
		Closed	3CA-96	Caustic Recirc Block	AB Elev 771 at Unit 3 NaOH Pump Discharge
		Closed	3LWD-267	Caustic Tank Outlet Drain	AB Elev 771 at tank drain pipe of Unit 3 NaOH pump
		Closed	3CA-34	Caustic Mix Tank Outlet	AB Elev 771 at base of Unit 3 NaOH pump
		Closed	3CA-35	Caustic Pump Suction	AB Elev 771 at base of Unit 3 NaOH pump
		Closed	3CA-36	Caustic Pump Suction Tell Tale	AB Elev 771 at base of Unit 3 NaOH pump
		Open	3CA-112	Caustic Pump Pressure Gauge Isolation	AB Elev 771 adjacent to but west of Unit 3 NaOH mix tank
		Closed	3CA-58	Caustic to #3 LPI Pump Suct Tell Tale	AB Elev 783 Col. Q-91, near CC Cooler Room
		Closed	3CA-39	Caustic to Unit #3 LPI Block (Chm)	AB Hall, Elev 783 Col. Q-91, near CC Cooler Room
		Closed	3CA-62	Caustic to Unit #3 LPI Block (OPS)	AB Elev 783 Col. Q-91, near CC Cooler Room
		Closed	3LP-51	LPI Sample Recirc. Isolation Valve (Ops)	AB Elev 783 Col. R-90 near CC Cooler Room



- NOTE:**
1. This enclosure is AP/EOP related.
  2. Operations alternates the power logic as outlined. Verification will be required to establish which alignment is in use at the time of question.



Duke Power Company  
PROCEDURE PROCESS RECORD

**PREPARATION**

(2) Station OCONEE NUCLEAR STATION

(3) Procedure Title Operational Support Center Manager Procedure

(4) Prepared By Rodney Brown (Signature) Rodney Brown Date 01/12/2004

- (5) Requires NSD 228 Applicability Determination?
- Yes (New procedure or revision with major changes)
  - No (Revision with minor changes)
  - No (To incorporate previously approved changes)

(6) Reviewed By Ray Waterman (QR) Date 1/12/04  
 Cross-Disciplinary Review By \_\_\_\_\_ (QR) NA RAW Date 1/12/04  
 Reactivity Mgmt Review By \_\_\_\_\_ (QR) NA RAW Date 1/12/04  
 Mgmt Involvement Review By \_\_\_\_\_ (Ops Supt) NA RAW Date 1/12/04

(7) Additional Reviews

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_

Temporary Approval (if necessary)

By \_\_\_\_\_ (OSM/QR) Date \_\_\_\_\_

By \_\_\_\_\_ (QR) Date \_\_\_\_\_

(9) Approved By Rodney Brown Date 1/12/04

**PERFORMANCE** (Compare with control copy every 14 calendar days while work is being performed.)

(10) Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

Compared with Control Copy \_\_\_\_\_ Date \_\_\_\_\_

(11) Date(s) Performed \_\_\_\_\_

Work Order Number (WO#) \_\_\_\_\_

**COMPLETION**

- (12) Procedure Completion Verification:
- Unit 0  Unit 1  Unit 2  Unit 3 Procedure performed on what unit?
  - Yes  NA Check lists and/or blanks initialed, signed, dated, or filled in NA, as appropriate?
  - Yes  NA Required enclosures attached?
  - Yes  NA Data sheets attached, completed, dated, and signed?
  - Yes  NA Charts, graphs, etc. attached, dated, identified, and marked?
  - Yes  NA Procedure requirements met?

Verified By \_\_\_\_\_ Date \_\_\_\_\_

(13) Procedure Completion Approved \_\_\_\_\_ Date \_\_\_\_\_

(14) Remarks (Attach additional pages)

<p style="text-align: center;">Duke Power Company Station Name</p> <p style="text-align: center;"><b>Operational Support Center Manager Procedure</b></p> <p style="text-align: center;"><b>Reference Use</b></p>	<p>Procedure No. RP/0/B/1000/025</p>
	<p>Revision No. 011</p>
	<p>Electronic Reference No. OX002WPM</p>

## Operational Support Center Manager Procedure

**NOTE:** This procedure is an implementing procedure to the Oconee Nuclear Site Emergency Plan. A copy of this procedure must be forwarded to Emergency Planning within seven (7) working days of approval.

### 1. Symptoms

- 1.1 Conditions exist where events are in progress or have occurred which indicate a potential degradation of the level of safety of the plant and activation of the Emergency Response Organization has been initiated.

### 2. Immediate Actions

- NOTE:**
- Actions in Sections 2.0 and 3.0 are not required to be followed in any particular sequence.
  - Place Keeping aids: \_\_\_\_\_ at left of steps may be used for procedure place keeping (✓).
  - Major events are required to be documented in the OSC Manager's Log (maintained by the W. C. Technical Assistant I).
  - SPOC Team Supervisor shall act as the OSC Manager until relieved by Work Control.

#### SET UP THE OSC AS FOLLOWS:

- 2.1 Provide each responding manager with the appropriate enclosure to use as guidance for their response.
- 2.2 OSC responders will complete all the applicable steps contained in the appropriate enclosures

- NOTE:**
- Remove clip from procedure and request each manager to secure the appropriate enclosure for their response.
  - Request each responding manager to return the signed applicable OSC Personnel Log for their group.

- \_\_\_\_\_ Work Control Technical Assistant I – Enclosure 4.1
- \_\_\_\_\_ Work Control Technical Assistant II – Enclosure 4.2
- \_\_\_\_\_ Radiation Protection Manager – Enclosure 4.3
- \_\_\_\_\_ OSC RP Assistant – Enclosure 4.4
- \_\_\_\_\_ OSC RP Shift Supervisor – Enclosure 4.5
- \_\_\_\_\_ OSC Personnel Log – Radiation Protection – Enclosure 4.5.1
- \_\_\_\_\_ Nuclear Supply Chain – Enclosure 4.6
- \_\_\_\_\_ Security – Enclosure 4.7
- \_\_\_\_\_ Engineering – Enclosure 4.8
- \_\_\_\_\_ Maintenance Manager – Enclosure 4.9
- \_\_\_\_\_ SPOC Team Supervisor – Enclosure 4.10
- \_\_\_\_\_ OSC Personnel Log – SPOC Team – Enclosure 4.10.1
- \_\_\_\_\_ Chemistry Manager – Enclosure 4.11
- \_\_\_\_\_ Chemistry Staff Support – Enclosure 4.12
- \_\_\_\_\_ Chemistry Radwaste Shift/Coverage Person – Enclosure 4.13
- \_\_\_\_\_ OSC Personnel Log – Chemistry – Enclosure 4.13.1
- \_\_\_\_\_ Operations OSC Liaison (Duty Person) – Enclosure 4.14
- \_\_\_\_\_ Operations OSC SRO – Enclosure 4.15
- \_\_\_\_\_ OSC Personnel Log – Operations Enclosure 4.15.1
- \_\_\_\_\_ OSC Organization Chart – Enclosure 4.16
- \_\_\_\_\_ OSC Personnel Log – Enclosure 4.16.1
- \_\_\_\_\_ References - Enclosure 4.17

**NOTE:** OSC Manager's phone is the primary system used to communicate with the TSC/OSC Liaison at 3719. Back-up is the "Talk-A-Phone" system. PA system is used to conduct roundtables and provide updates.

2.3 Establish communications systems:

- Assure OSC Manager's phone is operable
- Set up the OSC Public Address system
  - Turn "Realistic PA Amplifier" power "ON".
  - Adjust master volume control to approx. 15
  - Turn microphone switch "ON"
  - Test volume levels
- Turn up volume on the Plant PA System in the OSC. Volume control knob is located on the wall next to the east door in the OSC.

2.4 Assure the below listed shift groups are present and ready to assist in the OSC:

2.4.1 Consider the OSC activated when the below listed shift groups report to the OSC and accountability has been achieved. Record the time in the OSC logbook

\_\_\_\_\_ SPOC Team

\_\_\_\_\_ Chemistry

\_\_\_\_\_ Radiation Protection

2.5 Inform the TSC Emergency Coordinator that the OSC is operational.

2.6 Make announcement that the OSC is activated and that you are the OSC Manager. Secure turnover from each group.

2.7 Secure turnover from each group.

**NOTE:** Time critical task sheets do not have to be completed prior to team dispatch. High priority tasks are prioritized by the TSC and entered on the OSC Task Status board.

- 2.7.1 Request the group OSC representatives to generate task sheets for all in-progress jobs.
- 2.7.2 Designate individuals(s) to keep the OSC log and to enter job tracking information on the status board until relieved by WC Technical Assistants.
- 2.7.3 Request update and location of any team out in the field.
- 2.7.4 Report OSC status to Emergency Coordinator. Provide the OSC Manager telephone number.

**NOTE:** Emergency Telephone Directory located in the OSC Procedures cart.

- 2.8 Personnel reporting to the Primary OSC (Unit 3 Operations Center) will set up the facility in accordance with each responding Manager's applicable enclosure and the layout page included in the Emergency Telephone Directory.
- 2.9 If the Alternate TSC/OSC has to be established, personnel will report to the Oconee Office Building, Rooms 316/316A and will set up the facility in accordance with Step 3.6.
- 2.10 Determine that each OSC group has signed the applicable OSC Personnel Log.

**NOTE:** The Duty OSC Manager will assume OSC Manager responsibilities from the SPOC Team Supervisor once turnover is completed.

- \_\_\_\_\_ 2.11 The Duty OSC Manager shall conduct turnover with the SPOC Team Supervisor after reporting to the OSC.
  - \_\_\_\_\_ 2.11.1 Conduct turnover with the SPOC Team Supervisor using the OSC Manager Turnover Sheet located on page 3 of 4 of Enclosure 4.10, SPOC Team Supervisor.
    - A. Document time turnover is completed.

Time: \_\_\_\_\_

- \_\_\_\_\_ 2.11.2 Announce to the OSC that turnover with the SPOC Team Supervisor has been completed and that you are the OSC Manager.
- \_\_\_\_\_ 2.11.3 Inform the TSC Emergency Coordinator that turnover with the SPOC Team Supervisor has been completed and that you are the OSC Manager.
- A. **IF** the TSC/OSC Liaison is available in the TSC,  
**THEN** request the TSC/OSC Liaison to inform the TSC Emergency Coordinator.
- B. **IF** the TSC/OSC Liaison is **not** available in the TSC,  
**THEN** notify the TSC Emergency Coordinator.

### 3. Subsequent Actions

**NOTE:** If circumstances require the use of non-ERO qualified resources (eg. vendors) to support OSC operations, then Emergency Response Training requirements must be waived by the Emergency Coordinator prior to their utilization in the OSC.

#### OSC MANAGER DUTIES ONCE THE OSC HAS BEEN ACTIVATED:

- \_\_\_\_\_ 3.1 Review staffing needs for OSC.
- 3.1.1 Review OSC Personnel Logs from all groups to determine all required positions have been filled.
- 3.1.2 Determine appropriate OSC staffing. Establish adequate staffing levels in all groups.
- A. Provide the names of non-ERO personnel required to support OSC operations to the Emergency Coordinator.
- \_\_\_\_\_ 3.1.3 Establish personnel accountability through completion of the personnel sign-in sheets for all people who have reported to the OSC. Continuing accountability will be the responsibility of the individual managers.
- OSC Personnel Log sheets are attached to each manager's enclosures.
  - Name, social security number and employee ID number is required.

- 3.1.4 Assure 24-hour staffing is in place should evacuation of non-essential personnel be required.
- A. Request all OSC Managers to have FAXED to the OSC the name, social security number, RP badge number and location of all the people in their group that will remain onsite after non-essential personnel leave the site.
- 3.2 Perform assessments at least **EVERY 30 MINUTES** and ensure that all OSC team members have clear understanding of high priority tasks and any time critical tasks.
- 3.2.1 Request plant status from Ops. Liaison.
- 3.2.2 Review team status with lead individuals.
- 3.2.3 Make announcements for outgoing activities and plant status to keep the OSC personnel updated.

<b>NOTE:</b> Control noise in OSC
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- 3.3 Keep TSC/OSC Liaison updated on status of jobs in the field.
- 3.4 If personnel resources are reduced, jobs will be prioritized as follows:
- Tasks required by the Emergency Operating Procedure (EOP)
  - Emergency Coordinator in TSC shall be asked to determine which jobs have the highest priority.
- 3.5 Plant procedures should be followed whenever possible. Should a situation arise where normal procedures would be inappropriate, action will be performed as determined by management of the dispatched team.
- 3.6 Activation of the Alternate OSC
- 3.6.1 Relocate documentation (logbooks, task sheets, etc.), radios, battery packs and chargers to Alternate OSC in the event the alternate location (Room 316A Oconee Office Building) is required.
- 3.6.2 Security will unlock rooms 316/316A, the Mechanical Equipment Room on the 3<sup>rd</sup> floor and remove the lock from the ladder in that room.

**NOTE:** Operations Shift Manager has authority to request Security to open Master File to secure additional procedures and/or drawings in the Oconee Office Building for Backshift, Holidays, and Weekends.

3.6.3 Establish room layout per diagram (from Emergency Telephone Directory) and set-up instructions posted on front of OSC and TSC roll around cabinets as follows:

**NOTE:** Use ladder to connect phones/equipment stored in OSC/TSC roll around cabinets in the OOB 3rd. Floor Mechanical Equipment Room.

- Roll OSC/TSC cabinets into designated area in 316/316A
- Place tables directly under ceiling jacks per diagram on front of OSC/TSC cabinets
- Section off OSC from TSC using room divider
- Connect phones to ceiling jacks
- Establish PA system to communicate with craft personnel located in OOB canteen. Remove ceiling tile labeled "OSC PA System" (located near center of north wall in 316A) and retrieve cables. Connect OSC PA System following the directions posted on top of the PA unit.
- Place OSC/TSC location stanchions at entrance point to Rooms 316/316A
- Move white status board into the TSC
- Move and set up OSC/TSC sign-in boards in 316/316A
- Place ERO position signs at applicable work location

3.6.4 Relocate the following equipment/supplies from the OOB 6th Floor EP Area to the Alternate TSC:

- FAX machine (disconnect power and roll down on cart)
- Emergency Plan Implementing Procedures Manuals (Volumes 59B and 60C)

3.6.5 Relocate computer from OOB Classroom 319 to the Alternate TSC (directions for disconnect and reconnect are posted on side of computer). This computer is used for RAD Dose Assessors.

3.7 Major damage team response (if deemed necessary by OSC Manager):

- Send team to inspect damage.
- Suggested team makeup: Operations, Radiation Protection, SPOC Team Members, and Security.

3.8 Major fire/tornado/earthquake/flood damage. Refer to RP/0/B/1000/022. (Procedure for Site Fire Damage Assessment And Repair) in the Unit 3 Control Room Emergency Plan Procedures cart.

3.9 Hydrogen Recombiner procedure (Post-LOCA Reactor Building Hydrogen Reduction). Refer to procedure located in the OSC Procedures cabinet.

**NOTE:** Loss of offsite power could occur within 2.5 hours after Keowee Hydro Dam failure. A loss of the Little River Dam or Dikes A-D will take longer to affect this power path.

3.10 Keowee Hydroelectric Project Dam/Dike Failure.

**NOTE:** If requested by the TSC, provide the following response:

3.10.1 Notify Nuclear Supply Chain Liaison to ensure the following activities are occurring:

**NOTE:** A loss of offsite communications capabilities (Selective Signaling and WAN) could occur within 1.5 hours after Keowee Hydro Dam failure. Rerouting of the Fiber Optic Network through Bad Creek should be started as soon as possible.

- Telecommunications Group is rerouting Oconee Fiber Optic network through Bad Creek.
- Heavy Equipment (eg; earth moving/dump truck, etc. ) is enroute to Oconee.

**NOTE:** The following bridges are/may be impassable: Highway 123-76; Highway 93; Highway 183; Lawrence Ramsey Bridge; and SE37-149 (near JP Stevens Plant).

- Locating/acquiring additional transportation (eg: heavy lift helicopters) for site personnel.

### 3.11 Termination and Deactivation of OSC

3.11.1 Drills – Verify WC Technical Assistant I has provided the following to the lead OSC Controller:

- Copy of the OSC Log
- Task Work Sheets developed as a result of the drill.

3.11.2 Real emergencies - All records generated during the Operation of the OSC for a real emergency will be reviewed by the OSC Manager. These records will be forwarded to the Work Control Manager for use during the recovery phase of the Event.

3.11.3 All equipment and still usable supplies will be returned to their storage locations.

## 4. Enclosures

**NOTE:** Provide the procedure enclosures to each primary player for their use in responding to the OSC.

4.1 Work Control Technical Assistant I

4.2 Work Control Technical Assistant II

4.3 Radiation Protection Manager

4.4 OSC RP Assistant

4.5 OSC RP Shift Supervisor

4.5.1 OSC Personnel Log – Radiation Protection

4.6 Nuclear Supply Chain

4.7 Security

4.8 Engineering

4.9 Maintenance Manager

4.10 SPOC Team Supervisor

- 4.10.1 OSC Personnel Log – SPOC Team
- 4.11 Chemistry Manager
- 4.12 Chemistry Staff Support
- 4.13 Chemistry Radwaste or Primary Shift Person
- 4.13.1 OSC Personnel Log - Chemistry
- 4.14 Operations OSC Liaison (Duty Person)
- 4.15 Operations OSC SRO
- 4.15.1 OSC Personnel Log - Operations
- 4.16 OSC Staffing Chart
- 4.16.1 OSC Personnel Log

**Enclosure 4.1**  
**Work Control Technical Assistant I**

RP/0/B/1000/025  
Page 1 of 3

**1. Work Control Technical Assistant I**

Date: \_\_\_\_\_

\_\_\_\_ SIGN OSC Personnel Log and PUT ON position badge.

\_\_\_\_ Assist the OSC Manager

\_\_\_\_ Maintain official OSC Manager (blue border) log of communications and activities

\_\_\_\_ Enter code for EMERGENCY NUMBER 4911 to ring in the OSC after the OSC has been officially activated. Note: Phone 2012 is an incoming phone only. No calls can be initiated from this phone. (Knowledge of code limited to Technical Assistants and Emergency Planning only).

**TO FORWARD 4911 TO 2012 IN THE OSC DO THE FOLLOWING:**

1. Pick up receiver and get dial tone.
2. Enter code to switch the phones. Two beeps will verify phone has been switched.
3. Dial 4911 from another OSC phone to verify phone will ring in the OSC.
4. Notify Operations OSC Liaison of the change. Log the transaction in the OSC log.

**TO RETURN 4911 TO THE CONTROL ROOM DO THE FOLLOWING:**

1. Pick up receiver and get dial tone.
2. Enter code to switch the phones.
3. Dial 4911 from another OSC phone to determine Operations now has response to the emergency line.
4. Log transaction in the OSC Log Book.

**Enclosure 4.1**  
**Work Control Technical Assistant I**

RP/0/B/1000/025  
Page 2 of 3

- \_\_\_ Notify Security in the OSC to activate MERT.
- \_\_\_ Notify OPS Liaison to activate Fire Brigade.
- \_\_\_ Notify OPS Liaison to report Keowee Hydro Condition A or Condition B dam failure to the OSM/TSC Emergency Coordinator and EOF Director.
- \_\_\_ Provide chemical spill information to OPS Liaison.
- \_\_\_ **REPEAT BACK** instructions/information received during OSC operations.
- \_\_\_ Ensure 24-hour staffing for this position should evacuation of non-essential personnel be required.
- \_\_\_ Provide adequate turnover when shift change occurs.
- \_\_\_ Verify all logs are completed and signed.
- \_\_\_ Provide copy of the OSC Log and the OSC Task Sheets to the OSC Lead Controller after completion of any drill.

<p><b>NOTE:</b></p> <ul style="list-style-type: none"><li>• Emergency Telephone Directory has an arrangement drawing for the alternate OSC.</li><li>• Phones for the alternate OSC are located in the 3<sup>rd</sup> floor of the Oconee Office Building Mechanical Equipment Room.</li></ul>
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Alternate location for OSC is in Room 316A of the Oconee Office Building.

## OSC 4911 EMERGENCY LINE CHECKLIST

Date \_\_\_\_\_ Time \_\_\_\_\_

1. What is the Name of the Caller? \_\_\_\_\_  
 What number can the caller be reached at? \_\_\_\_\_

**TELL CALLER NOT TO HANG UP PHONE UNTIL RELEASED**

2. What is the nature of the emergency?  
 Fire \_\_\_\_\_ Medical \_\_\_\_\_ Spill \_\_\_\_\_ Other \_\_\_\_\_

3. *For spills:*

What is the material spilled? \_\_\_\_\_

*If the spilled material is ammonia gas, ammonia liquid, chlorine gas or hydrazine, have all people in the immediate area relocated to areas uphill and upwind of the spill.*

Has the spilled material reached a body of water  
 or has the potential for reaching a body of water? Yes \_\_\_ No \_\_\_

\_\_\_\_\_

4. What is the location where the emergency has occurred?
- \_\_\_\_\_

5. Are there any injured people? \_\_\_\_\_

6. Are people in the immediate area in danger? Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, can you alert the people & get them moved to a safe area without putting yourself in danger?

7. What equipment is affected by the emergency? \_\_\_\_\_

**FIRE:** Have OSC Ops Liaison dispatch Fire Brigade per RP/0/B/1000/29

**MEDICAL:** Have OSC Security Manager dispatch Security MERT per  
 RP/0/B/1000/16

**SPILLS:** Have OSC Ops Liaison dispatch Fire Brigade per RP/0/B/1000/17

**SPILLS:** Have TSC Offsite Communicator initiate RP/0/B/1000/17

Completed by (your name): \_\_\_\_\_

**1. Work Control Technical Assistant II**

Date: \_\_\_\_\_

\_\_\_\_ SIGN OSC Personnel Log and PUT ON position badge.

\_\_\_\_ Write tasks on the Task Status Board as teams are dispatched.

**NOTE:** Additional copy paper for status boards is located in the top drawer of the OSC procedures cabinet.

\_\_\_\_ Make a copy of the status board prior to erasing completed jobs.

\_\_\_\_ Maintain copies of status board data for Task Log.

\_\_\_\_ Send status board updates to TSC via FAX (number is in Emergency Telephone Directory) after each copy is made. Verify FAX machine is not being used for message updates prior to sending.

\_\_\_\_ Ensure priority rankings are provided if jobs have been ranked for completion. Have OSC Manager prioritize as needed.

\_\_\_\_ **REPEAT BACK** instructions/information received during OSC operations.

\_\_\_\_ Record plant status changes to include the emergency description, classification/time, and protective action recommendations. Ask OSC Manager to review/approve the information on the Plant Status Board after every update.

\_\_\_\_ Use Electronic classification message sign for plant classification updates. Magnetic signs are available when electronic sign is inoperable.

\_\_\_\_ Post SAMG magnetic signs when applicable.

\_\_\_\_ Ensure signs are posted on the east door to the OSC to prevent entering or exiting through that door.

\_\_\_\_ Ensure 24-hour staffing is in place for this position should evacuation of non-essential personnel be required.

**NOTE:**

- Emergency Telephone Directory has an arrangement drawing for the alternate OSC.
- Phones for the alternate OSC are located in the 3<sup>rd</sup> floor of the Oconee Office Building Mechanical Equipment Room.

Alternate location for OSC is in Room 316A of the Oconee Office Building.

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

**Enclosure 4.3**  
**Radiation Protection Manager**

RP/0/B/1000/025  
Page 1 of 2

**1. Radiation Protection Manager**

Date: \_\_\_\_\_

\_\_\_\_\_ **SIGN** the OSC RP Personnel Log and display position badge, **RADIATION PROTECTION MANAGER**.

\_\_\_\_\_ Direct the following:

- ◆ Verify RP technicians are available to meet the required 45 and 75 minute response requirement.
- ◆ Verify all RP OSC personnel are ERO qualified. If the non qualified personnel are needed in the OSC, notify the OSC Manager of their names.
- ◆ Ensure habitability surveys are current for the TSC/OSC/CR.
- ◆ Assign SDS operator to secure area/process monitor information in the OSC staff room.
- ◆ Provide personnel to secure Post-Accident Gas Sample (PAGS) if directed by TSC.
- ◆ Provide availability of RP Fire Brigade Members to Operations OSC Liaison. {1}

\_\_\_\_\_ Work with the OSC Managers to determine the following:

- ◆ Verify respiratory qualifications for their team members by checking respiratory training printout available in the RP Briefing Room.
- ◆ Verify their personnel have MG dosimetry. Use dose cards if EDC is inoperable. RWP is 33.
- ◆ Establish the following guidelines for RP Support for OSC Teams:

General Emergency conditions require RP support

Rad levels over 100 mR/hr must be evaluated for RP support

Rad levels greater than 1000 mR/hr require RP support

Known contaminated areas (including airborne) require RP support

**Enclosure 4.3**  
**Radiation Protection Manager**

RP/0/B/1000/025  
Page 2 of 2

\_\_\_\_\_ Establish communications with the OSC Manager.

- ◆ Request OSC Manager to make announcement "No eating and drinking until the area has been released by RP."
- ◆ Provide radiological information as conditions change.
- ◆ Discuss the need for blanket dose extensions versus individual dose extension.

\_\_\_\_\_ Evacuation of site personnel

- ◆ Review requirements for distribution of KI with OSC RP Assistant. Request WC Technical Assistant I to document in OSC log any and all decisions regarding KI.
- ◆ Assure 24-hour staffing is in place should evacuation of non-essential personnel be required
- ◆ Determine if persons with special radiological exposure should be evacuated (e.g. declared pregnant women, people with radio-pharmaceutical limitations). Evacuate these people with non-essential personnel. Have WC Technical Assistant I document this decision in the OSC log.
- ◆ Maintain records in the OSC of all persons ONSITE (TSC/OSC/CR and any other area where people may be located) once all non-essential personnel have been evacuated. Records should include:
  1. Respiratory qualifications
  2. Use of radioprotective drug
  3. Need for protective clothing
  4. Location
- ◆ Request all TSC and OSC Managers to have FAXED to the OSC the name, social security number and RP badge number of any person(s) who may be left onsite after evacuation of non-essential personnel but are located in an area other than the OSC.

\_\_\_\_\_ Relocation to the Alternate OSC:

<p><b>NOTE:</b></p> <ul style="list-style-type: none"><li>• Emergency Telephone Directory has an arrangement drawing for the alternate OSC.</li><li>• Phones for the alternate OSC are located in the 3<sup>rd</sup> floor of the Oconee Office Building Mechanical Equipment Room.</li></ul>
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- ◆ Alternate location for OSC is in Room 316A of the Oconee Office Building.

**Enclosure 4.4**  
**OSC RP Assistant**

RP/0/B/1000/025  
Page 1 of 2

**1. OSC RP Assistant**

Date: \_\_\_\_\_

- \_\_\_\_\_ SIGN RP OSC Personnel Log and PUT ON position badge.
- \_\_\_\_\_ Notify the Radiation Protection Manager of arrival.
- \_\_\_\_\_ Activate SDS for RIA data. No password is required.
- \_\_\_\_\_ Track inplant radiation levels as reported by RIA monitors. Provide info to RP Manager.
- \_\_\_\_\_ Determine if RP support is required for teams being sent to field. Stamp OSC Task Work Sheet as appropriate. (Stamps are in the RP Manager's phone box)
- \_\_\_\_\_ REPEAT BACK instructions/information received during OSC operations.
- \_\_\_\_\_ Coordinate release of evacuation instructions with TSC Offsite Communicator.
- \_\_\_\_\_ Provide computer entry of evacuation instructions to Station Emergency Evacuation Coordinators.
- \_\_\_\_\_ Provide information/feedback to Radiation Protection Manager regarding evacuation.
- \_\_\_\_\_ Assist in administration of KI in accordance with HP/0/B/1009/12, (Distribution of Potassium Iodine Tablets In The Event Of A Radioiodine Release).
- \_\_\_\_\_ Ensure 24-hour staffing for this position should evacuation of non-essential personnel be required.
- \_\_\_\_\_ Provide adequate turnover when a shift change occurs.
- \_\_\_\_\_ Shutdown SDS. Press F10. Press Ctrl-Alt-Del keys.

**NOTE:**

- Emergency Telephone Directory has an arrangement drawing for the alternate OSC.
- Phones for the alternate OSC are located in the 3rd floor of the Oconee Office Building Mechanical Equipment Room.

Alternate location for OSC is in Room 316A of the Oconee Office Building.

### TASK WORK SHEET INSTRUCTIONS

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

### TEAM DISPATCH

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

## Radiation Protection Shift Supervisor

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## 1. Radiation Protection Shift Supervisor

DATE: \_\_\_\_\_

\_\_\_\_\_ SIGN the RP OSC Personnel Log and PUT ON position badge.

\_\_\_\_\_ Serve as Radiation Protection Manager until relieved. Notify OSC Manager.

\_\_\_\_\_ Establish RP shift personnel to do the following:

- ◆ Provide support to medical emergencies in radiation areas only
- ◆ Provide RP response to fire emergencies
- ◆ Evaluate need for RP support of OSC teams in the field, if Rad Levels are greater than or equal to 100 mR
- ◆ Accompany OSC teams if rad levels are greater than 1000 mR/Hr
- ◆ Control entry to contamination areas
- ◆ Provide fence survey (inside the Protected Area fence) if directed by Emergency Coordinator (Operations Shift Manager).

\_\_\_\_\_ Direct the following:

- ◆ Account for all shift RP personnel for site assembly.
- ◆ Complete task work sheets prior to sending team out. Review task work sheets for accuracy when the team returns.
- ◆ Assign a radio for all RP teams dispatched. (Check batteries and change out from supply in the OSC).
- ◆ Require RP teams to **REPEAT BACK** instructions/information
- ◆ Keep teams in the field current on changing plant conditions
- ◆ Request RP personnel to stay in their assigned area
- ◆ Ensure all Inplant Survey Teams are being tracked on the OSC Status Board

## Radiation Protection Shift Supervisor

Page 2 of 3

\_\_\_\_\_ Assure all shift personnel reporting to the OSC have MGs and have logged into the Electronic Dose Capture system.

- NOTE:**
- 20 additional MGs are located in the OSC Emergency Cabinet.  
20 additional MGs are located in the TSC Emergency Cabinet.
  - IF EDC system is unavailable, dose cards are to be utilized.  
RWP numbers for drills/emergencies is 33.

\_\_\_\_\_ Review radiation monitoring system using SDS for indication of radiological activity.

\_\_\_\_\_ Provide continuing updated radiological data to:

- ◆ OSC Manager until relieved by the Radiation Protection Manager
- ◆ Radiation Protection Manager

\_\_\_\_\_ Ensure radiological data is reported back to the OSC in an expeditious manner for planning and prioritizing further emergency response activities.

\_\_\_\_\_ Provide radiological technical assistance with applicable portions of the OSC Team Briefings.

\_\_\_\_\_ Complete applicable radiological portion of Task Work Sheet for other teams being dispatched from the OSC.

Establish a priority system for count room samples.

- NOTE:**
- Emergency Telephone Directory has an arrangement drawing for the alternate OSC.
  - Phones for the alternate OSC are located in the 3<sup>rd</sup> floor of the Oconee Office Building Mechanical Equipment Room.

\_\_\_\_\_ Alternate location for OSC is in Room 316A of the Oconee Office Building

**Radiation Protection Shift Supervisor**

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

OSC Personnel Log  
RADIATION PROTECTION

DATE: \_\_\_\_\_

PRIMARY					RELIEF		
POSITION	NAME (Last, First, MI)	SOCIAL SECURITY	TIME IN AT OSC	SHIFT SCHEDULE	NAME (Last, First, MI)	SOCIAL SECURITY	SHIFT SCHEDULE
		EMPLOYEE ID				EMPLOYEE ID	
RP Manager		_____				_____	
OSC RP Assistant		_____				_____	
RP Dose Control		_____				_____	
		_____				_____	
RP Supervisor (RP Shift Supervisor or S&C Supervisor)		_____				_____	
		_____				_____	
		_____				_____	
		_____				_____	

OSC Personnel Log  
RADIATION PROTECTION

DATE: \_\_\_\_\_

PRIMARY					RELIEF		
POSITION	NAME (Last, First, MI)	SOCIAL SECURITY EMPLOYEE ID	TIME IN AT OSC	SHIFT SCHEDULE	NAME (Last, First, MI)	SOCIAL SECURITY EMPLOYEE ID	SHIFT SCHEDULE
RP Shift/Techs (Minimum of 3 required on shift)							
RP Techs (2 additional RP Technicians required within 45 minutes of emergency declaration)							
(6 additional RP Technicians required with 75 minutes of emergency declaration)							

NOTE: RP technician positions may be staffed by RP supervision



**Enclosure 4.6**  
**Nuclear Supply Chain**

RP/0/B/1000/025  
Page 1 of 4

Date: \_\_\_\_\_

NSC Liaison: \_\_\_\_\_

**1. Nuclear Supply Chain**

1.1 Upon reporting to the OSC do the following:

- \_\_\_\_\_ • Sign in on the white board
- \_\_\_\_\_ • Put on position badge
- \_\_\_\_\_ • Log in on the OSC Personnel Log Sheet
- \_\_\_\_\_ • List shift relief coverage

1.2 Establish contact with lead individuals/essential personnel and ensure 24 hour coverage for emergency response as follows:

Position	Phone Number	Contact Name	Shift-Relief Name
OSC/NSC Liaison	885-3085	_____	_____
EOF/SSG Manager	624-4392	_____	_____
EOF/NSC Liaison	624-4395	_____	_____
NSC Material Issue	885-2256	_____	_____
SSG Commissary	885-3787 or 885-2143	_____	_____
NSC Evacuation Coordinator	885-3563	_____	_____
SSG Evacuation Coordinator	885-3846	_____	_____

\_\_\_\_\_ 1.3 Provide names to Evacuation Coordinators

**2. Completion of Site Assembly**

2.1 When announcement is made that employees not involved with emergency exercise may return to normal work assignments perform the following:

- \_\_\_\_\_ 2.1.1 Call 885-5353 for the bus to start its route.
- \_\_\_\_\_ 2.1.2 Check with RP Manager on proper routes to follow to ensure there is a clear path for Commissary personnel to deliver food/drinks. If there is a radiological concern, an alternate route may need to be taken.
- \_\_\_\_\_ 2.1.3 Check with Safety on proper routes to follow to ensure there is a safe clear path for Commissary personnel to deliver food/drinks(normal route). If there are safety concerns (e.g. chlorine leak, etc.) an alternate route may need to be taken.
- \_\_\_\_\_ 2.1.4 After ensuring safe, clear path, (or if instructed by the OSC Manager) make contact to have food/drinks provided for participates at the TSC/OSC/SIMULATOR and other essential personnel located on site:

SSG Commissary: 885-3787 \_\_\_\_\_  
885-2143 Contact Name

\_\_\_\_\_ 2.1.5 Contact EOF/SSG Manager if additional transportation or equipment (e.g. heavy lift helicopters) for evacuation of site personnel is needed.

A. Ensure Nuclear Maintenance Support equipment operator availability:

- EOF/SSG Manager 624-4392 \_\_\_\_\_  
Contact Name

\_\_\_\_\_ 2.1.6 Notify the OSC Manager if there is a need to use non-ERO personnel to support OSC operations.

A. Provide names to the OSC Manager who will give authorization to allow personnel entry into OSC.

**3. After termination of drill:**

\_\_\_\_\_ 3.1 Contact EOF/SSG Manager 624-4392 \_\_\_\_\_  
Contact Name

\_\_\_\_\_ 3.2 Remind EOF/SSG Manager to make contact with all the following groups informing them when the drill/event is terminated.

NSC Materials Issue  
SSG Commissary  
NSC/SSG Evacuation Coordinators

**Enclosure 4.6**  
**Nuclear Supply Chain**

RP/0/B/1000/025  
Page 3 of 4

**4. Communications to the EOF**

4.1 Contact EOF/SSG Manager at 624-4392 for the following:

- Appendix "R" scenarios, provide equipment as required per NSC Directive, SCD 110.

**NOTE:** A loss of offsite communications capabilities (Selective Signaling and WAN) could occur within 1.5 hours after Keowee Hydro Dam failure.

Rerouting of the Fiber Optic Network through Bad Creek should be started as soon as possible.

4.2 Ensure Telecommunications Group is rerouting the Oconee Fiber Optic Network through Bad Creek as support for Keowee Dam failure event.

**NOTE:** The following bridges are/may be impassible: Hwy 123-76, Hwy 93, Hwy. 183, Lawrence Ramsey Bridge, and SE 37-149 (near JP Stevens Plant)

4.3 Ensure heavy equipment (e.g. earth moving/dump truck, etc.) is enroute to Oconee.

4.4 Locate/acquire additional transportation (e.g. heavy lift helicopters) for site personnel.

**5. Activation of Alternate OSC**

5.1 Alternate OSC location is in Room 316A of the Oconee Office Building

5.2 Emergency Telephone Directory has an arrangement drawing for the alternate OSC.

5.3 Phones for the alternate OSC are located in the 3rd floor of the Oconee Office Building mechanical equipment room.

**6. Reminder:**

6.1 If questions, problems, or suggestions develop from this drill, please return a copy of this form along with your comments to the site NSC Emergency Coordinator for evaluation/resolution(s).

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical II Assistant transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

DATE: \_\_\_\_\_

### Upon Arrival at the OSC

- \_\_\_\_\_ Sign OSC Personnel Log, put on position badge.
- \_\_\_\_\_ Obtain RP/0B/1000/16 (Medical Response), from the Emergency Cart.
- \_\_\_\_\_ Establish contact with the "Duty" Security Shift Supervisor/Shift Support Officer (SSS/SSO) and determine current status of security and MERT activities, search and rescue efforts, security reportability issues, etc.
- \_\_\_\_\_ Evaluate known status of radiological conditions with RP Manager in the OSC to determine if there are areas which should be avoided by security officers.
- \_\_\_\_\_ Determine location of all security personnel currently posted/patrolling protected/owner controlled area and evaluate need to relocate personnel and/or suspend patrols in areas which present a safety or radiological hazard.
- \_\_\_\_\_ Assess MERT availability in the OSC and availability of nurses in the Medical Unit (ext. 4652). If ERO activation occurred during a backshift/weekend/holiday and this is an actual event, initiate a "MERT Echo" Community Alert Network (CAN) recall through the switchboard.
- \_\_\_\_\_ Complete an "OSC Task Work Sheet" for any on-going security activity (e.g., Owner Controlled Area Checkpoints, Search and Rescue efforts, MERT response, Security Patrols in progress, etc.).
- \_\_\_\_\_ Establish 24 hour staffing of the OSC and evaluate need to recall additional officers to augment ongoing and expected security activities.
- \_\_\_\_\_ Establish contact with the Security representative at the Emergency Operations Facility to evaluate need to recall officers to assist in ingress control. (624-4959 or 624-4960)
- \_\_\_\_\_ Establish contact with Security Shift Supervisor and identify "essential" Security personnel.

### OSC Security Responsibilities

- \_\_\_\_\_ "Repeat Back" instructions/information received during OSC operations.
- \_\_\_\_\_ Complete an "OSC Task Work Sheet" for ongoing security/MERT activities.
- \_\_\_\_\_ Provide OSC Manager with periodic status updates of security/MERT activities.
- \_\_\_\_\_ Maintain continuous awareness of radiological conditions in the field with RP personnel in the OSC.
- \_\_\_\_\_ Maintain continuous knowledge of location of security officers, security patrols and MERT personnel in the field via communication with the SSS/SSO.

- \_\_\_\_\_ Coordinate response to security contingencies, on-going security patrols, etc. with the SSS/SSO.
- \_\_\_\_\_ Provide periodic status updates to the SSS/SSO.
- \_\_\_\_\_ Maintain periodic contact with the security representative at the EOF. (624-4959 or 624-4960)
- \_\_\_\_\_ If evacuation is required, coordinate security assistance with RP personnel in the OSC. Coordinate entry of non-ERO personnel into the site owner controlled area with the SSS/SSO.
- \_\_\_\_\_ Evaluate radiological conditions with RP personnel in the OSC prior to dispatching Security/MERT personnel in the field and ensure that personnel are briefed as required by completion of the "OSC Task Work Sheet".
- \_\_\_\_\_ Ensure that Security provides expeditious assistance to teams dispatched from the OSC.
- \_\_\_\_\_ Provide Security participation for OSC Major Damage Assessment Team.

**Activation of the Alternate TSC/OSC**

- |  |
|--|
| <p><b>NOTE:</b></p> <ul style="list-style-type: none"><li>• Emergency Telephone Directory has an arrangement drawing for the alternate OSC.</li><li>• Phones for the alternate OSC are located in the 3rd floor Mechanical Equipment Room.</li></ul> |
|--|

- \_\_\_\_\_ Ensure that the ground level lobby doors to the Oconee Office Building are unlocked.
- \_\_\_\_\_ Ensure that the alternate TSC/OSC locations (OOB room 316, 316A) are unlocked.
- \_\_\_\_\_ Ensure that the Oconee Office Building 3rd floor Mechanical Equipment Room is unlocked and chain surrounding ladder is removed (Security Miscellaneous Key #43).
- \_\_\_\_\_ Ensure that the SSS/SSO is aware of relocation to the Alternate TSC and/or OSC.

### MERT Response

- \_\_\_\_\_ Evaluate Radiological Conditions with RP personnel in the OSC.
- \_\_\_\_\_ Evaluate Security staffing requirements with the SSS/SSO.
- \_\_\_\_\_ Dispatch Security MERT in accordance with RP/0/B/1000/16, (Medical Response), and serve as the MERT Communicator for the event.
- \_\_\_\_\_ Provide periodic updates of MERT situation to the OSC Manager, TSC Off-Site Communicator (ext. 3706), and the SSS/SSO.
- \_\_\_\_\_ If applicable, ensure security is aware of the pending arrival of an ambulance.
- \_\_\_\_\_ If ambulance has been called and will be entering the protected area arrange, as necessary, for suspension of security measures.
- \_\_\_\_\_ If MERT patient is to be transported to a hospital, notify OSC Manager.

### Evacuation or Relocation of Site Personnel

- \_\_\_\_\_ Plan evacuation/relocation routes with RP personnel in the OSC.
- \_\_\_\_\_ Notify the SSS/SSO of pending evacuation/relocation.
- \_\_\_\_\_ If relocation of personnel is planned, coordinate obtaining the keys to evacuation centers for Radiation Protection or other designated personnel (Keys are maintained in the Security Key Cabinet located in the Unit #3 Control Room.)
- \_\_\_\_\_ Provide periodic status updates to the OSC Manager on the progress of the evacuation.

### Emergency Event Terminated

- \_\_\_\_\_ Notify the SSS/SSO that the event has been terminated and assist in coordinating a return to normal security operations.
- \_\_\_\_\_ Contact the Security representative at the EOF and coordinate resolution of any unresolved security issues.
- \_\_\_\_\_ Ensure that Security personnel scheduled to fulfill 24 hour staffing are notified that the event has been terminated.
- \_\_\_\_\_ "Close Out" OSC Task Work Sheets generated by Security.
- \_\_\_\_\_ Complete, as applicable, response procedures that were used by Security.

**TASK WORKSHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

**Enclosure 4.8**  
**Engineering**

RP/0/B/1000/025  
Page 1 of 2

Date: \_\_\_\_\_

- \_\_\_\_\_ SIGN the OSC Personnel Log and PUT ON position badge
- \_\_\_\_\_ REPEAT BACK instructions/information received during OSC operations.
- \_\_\_\_\_ Provide Engineering support to the OSC.
- \_\_\_\_\_ Ensure Engineering personnel sent to areas in the plant for response are provided a radio for their use.
- \_\_\_\_\_ Ensure 24-hour staffing is in place should evacuation of non-essential personnel be required.
- \_\_\_\_\_ Provide a list of Engineers remaining onsite should evacuation occur. This list should be FAXED to the OSC giving name, social security number and RP number. OSC FAX number is located in the Emergency Telephone Directory located in the OSC Emergency Procedures Cart.

- |  |
|--|
| <p><b>NOTE:</b></p> <ul style="list-style-type: none"><li>• Emergency Telephone Directory has an arrangement drawing for the alternate OSC.</li><li>• Phones for the alternate OSC are located in the 3rd floor of the Oconee Office Building Mechanical Equipment Room.</li></ul> |
|--|

Alternate OSC location is in Room 316A of the Oconee Office Building

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy to WC Technical Assistant I for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

**Enclosure 4.9**  
**Maintenance Manager**

RP/0/B/1000/025  
Page 1 of 2

Date: \_\_\_\_\_

- \_\_\_\_\_ **SIGN** the OSC Personnel Log and **PUT ON** position badge
- \_\_\_\_\_ **REPEAT BACK** instructions/information received during OSC operations.
- \_\_\_\_\_ Request additional assistance from the opposite discipline to assist in the OSC if needed.
- \_\_\_\_\_ Assign Task Work Sheet to the appropriate SPOC Team Supervisor.
- \_\_\_\_\_ Check with RP Manager to determine if RP support will be required for each maintenance task team dispatched from the OSC.
- \_\_\_\_\_ Maintain communication with SPOC Team Supervisors as to status of maintenance teams in the field.
- \_\_\_\_\_ Check all completed Task Work Sheets to assure they are properly completed.
- \_\_\_\_\_ Provide information to OSC Manager relative to team availability.
- \_\_\_\_\_ Prioritize tasks that need to be completed.
- \_\_\_\_\_ Ensure 24-hour staffing is in place for Maintenance should evacuation of non-essential personnel be required by discussing staffing needs with the Maintenance Evacuation Coordinator.
- \_\_\_\_\_ Provide a list of maintenance personnel remaining onsite should evacuation occur. This list should be **FAXED** to the OSC giving name, social security number and RP number. OSC FAX number is located in the Emergency Telephone Directory located in the OSC Emergency Procedures Cart.

- NOTE:**
- Emergency Telephone Directory has an arrangement drawing for the alternate OSC.
  - Phones for the alternate OSC are located in the 3rd floor of the Oconee Office Building Mechanical Equipment Room.

\_\_\_\_\_ Alternate OSC location is in Room 316A of the Oconee Office Building.

**TASK WORKSHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
  - ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager

**Enclosure 4.10**  
**SPOC Team Supervisor**

RP/0/B/1000/025  
Page 1 of 4

Date: \_\_\_\_\_

- \_\_\_\_\_ SIGN OSC SPOC Personnel Log and PUT ON position badge.
- \_\_\_\_\_ REPEAT BACK instructions/information received during OSC operations.
- \_\_\_\_\_ Provide accountability for team members.

<b>NOTE:</b> A total of six (6) SPOC/Maintenance personnel must be available to support the OSC within 75 minutes of emergency declaration. <span style="float: right;">{2}</span>
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- \_\_\_\_\_ Call back additional personnel if less than 4 (I&E) and 2 (MM) are available to support the OSC.
- \_\_\_\_\_ Bring in an additional person (if needed) to handle monitoring of SPOC teams in the field
- \_\_\_\_\_ Assign a SPOC team member to monitor SPOC teams in the field from the Briefing/Debriefing OSC Room.

<b>NOTE:</b> If EDC system is unavailable, dose cards are to be utilized. RWP number for drill/emergencies is 33.
---

- \_\_\_\_\_ Ensure all team members have MGs and have logged onto the EDC system.
- \_\_\_\_\_ Assist in setting up the Primary OSC.
- \_\_\_\_\_ Develop OSC Task Work Sheets for each task assigned by Operations prior to full activation of OSC.
- \_\_\_\_\_ Provide availability of SPOC Fire Brigade Members to Operations OSC Liaison. {1}
- \_\_\_\_\_ Assure all hand-held radios have fresh batteries.
- \_\_\_\_\_ Determine if RP coverage is required for the team being dispatched.
- \_\_\_\_\_ Notify the OSC Manager of the need to use non qualified personnel to support OSC operations.
- \_\_\_\_\_ Provide the names of non qualified personnel to the OSC Manager.
- \_\_\_\_\_ Turn over jobs completed or in the field when the Work Control OSC Manager reports to the OSC. (Enclosure 4.10.1) of this enclosure.

**Enclosure 4.10**  
**SPOC Team Supervisor**

RP/0/B/1000/025  
Page 2 of 4

- \_\_\_\_\_ Assign a radio to any maintenance team leaving from the OSC. Two-way communication with the OSC is a requirement.
- \_\_\_\_\_ Provide changing plant status to teams in the field.
- \_\_\_\_\_ Determine if maintenance team members have current respiratory training by checking respiratory training printout located in the RP Briefing Room.
- \_\_\_\_\_ Assist in setting up the Alternate OSC/TSC located in Room 316/316A in the Oconee Office Building as follows:

- NOTE:**
- Emergency Telephone Directory has an arrangement drawing for the Alternate TSC and OSC.
  - Phones for the alternate OSC are located in the 3rd floor of the Oconee Office Building Mechanical Equipment Room.

If the TSC/OSC are required to be set up at the front end of an emergency/drill, then utilize Step 3.6 of this procedure for additional instructions.

**1. OSC Manager Turnover Sheet**

\_\_\_\_ 1.1.1 1. List plant status and major equipment out of service prior to event:

Unit 1 \_\_\_\_\_

Unit 2 \_\_\_\_\_

Unit 3 \_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_ 1.1.2 Describe initiating event and initial classification:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ 1.1.3 Describe any event classification escalations.

\_\_\_\_ 1.1.4 Review current plant status.

\_\_\_\_ 1.1.5 Review OSC ACTIVITY board. List key tasks that have been completed and removed from the board.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ 1.1.6 Summarize any OSC staffing deficiencies.

\_\_\_\_ 1.1.7 Summarize OSC equipment/communications status.

\_\_\_\_ 1.1.8 Summarize Site Assembly/Evacuation status.

\_\_\_\_ 1.1.9 Review OSC Log entries.

\_\_\_\_ 1.1.10 Other Items: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SPOC Team Supervisor

\_\_\_\_\_  
OSC Manager

**TASK WORK SHEET INSTRUMENT**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

Enclos 4.10.1  
 OSC Personnel Log  
 SPOC Team

Date: \_\_\_\_\_

PRIMARY					RELIEF		
POSITION	NAME (Last, First, MI)	SOCIAL SECURITY _____ EMPLOYEE ID	TIME IN AT OSC	SHIFT SCHEDULE	NAME (Last, First, MI)	SOCIAL SECURITY _____ EMPLOYEE ID	SHIFT SCHEDULE
SPOC Team Supervisor		_____				_____	
		_____				_____	
I&E Technicians (2 on shift/ 2 additional within 75 minutes)		_____				_____	
		_____				_____	
		_____				_____	
		_____				_____	
Mechanical Maintenance (1 on shift/ 1 additional within 75 minutes)		_____				_____	
		_____				_____	
		_____				_____	
		_____				_____	
		_____				_____	

**NOTE:** I&E/Maintenance technician position can be staffed by SPOC supervisor



**Enclosure 4.11**  
**Chemistry Manager**

RP/0/B/1000/025  
Page 1 of 2

Date: \_\_\_\_\_

- \_\_\_\_\_ **SIGN** the Chemistry OSC Personnel Log and **PUT ON** position badge.
- \_\_\_\_\_ Account and report for all Chemistry ERO responders to OSC to Chemistry Admin Specialist. (Dayshift)
- \_\_\_\_\_ Contact GO Chemistry Assessment Group if required by the emergency conditions.
- \_\_\_\_\_ **REPEAT BACK** instructions/information received during OSC operations.
- \_\_\_\_\_ Ensure Chemistry has the required personnel in the OSC.
- \_\_\_\_\_ Provide the names of any non-ERO Chemistry personnel to support OSC operations to the OSC Manager.
- \_\_\_\_\_ Keep OSC Manager informed of current status of chemistry areas of responsibility.
- \_\_\_\_\_ Inform OSC Manager of any Chemistry emergency response activities initiated prior to the activation of OSC.
- \_\_\_\_\_ Maintain assessment of the emergency and recovery efforts and identify trends and conditions that have the potential to cause changes in the chemical parameters of the emergency status.
- \_\_\_\_\_ Participate in the development of recovery programs in Chemistry areas of responsibility.
- \_\_\_\_\_ Ensure 24-hour staffing is in place for Chemistry should evacuation of non-essential personnel be required. Provide a list of Chemistry personnel remaining onsite (but not in the OSC) should evacuation occur. This list can be **FAXED** to the OSC giving name, location, social security number and RP badge number. OSC FAX number is located in the Emergency Telephone Directory located in the OSC Emergency Procedures Cart.
- \_\_\_\_\_ Assist with the planning for the dispatch of the Post-Accident Liquid Sampling Team (PALS) as directed by the Emergency Coordinator.

<p><b>NOTE:</b></p> <ul style="list-style-type: none"><li>• Drawings are in the Emergency Telephone Directory showing the arrangement of the TSC and OSC.</li><li>• Phones for the Alternate OSC are stored in a cabinet on the 3rd floor of the Oconee Office Building.</li></ul>
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- \_\_\_\_\_ Assist in setting up the Alternate OSC located in Room 316A in the Oconee Office Building.

**TASK WORK SHEET INSTRUMENT**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

**Enclosure 4.12**  
**Chemistry Staff Support**

RP/0/B/1000/025  
Page 1 of 2

- \_\_\_\_\_ **SIGN** the Chemistry OSC Personnel Log and **PUT ON** position badge.
- \_\_\_\_\_ **REPEAT BACK** instructions/information received during OSC operations.
- \_\_\_\_\_ Keep chemistry personnel informed of current status of the emergency situation and recovery effort.
- \_\_\_\_\_ Implement control measures to operate the laboratory during emergency conditions.
- \_\_\_\_\_ Assist with plans for sampling, analysis, and/or chemical addition activities.

<p><b>NOTE:</b> If EDC system is unavailable, dose cards are to be utilized. RWP number for drill/emergencies is 33.</p>
--

- \_\_\_\_\_ Ensure all Chemistry team members have MGs and have logged onto the EDC system.
- \_\_\_\_\_ Conduct pre-job briefings to include:
  - (1) Ensure that chemistry personnel are sufficiently familiar with the task to efficiently perform it under the anticipated conditions.
  - (2) Ensure that materials, parts, tools, and equipment necessary to perform the task are proper for the job, are readily available, have electric or pneumatic power sources available, and are familiar to workers.
  - (3) Ensure that workers assigned to the task have sufficient remaining exposure to contribute significantly to its completion and that necessary requests for dose extensions are submitted in a timely manner and with proper justification.
  - (4) Coordinate work activities with those of other groups to achieve maximum efficiency in the task as a whole and to minimize the potential for unnecessary exposure due to poor communications or lack of proper planning scheduling.
- \_\_\_\_\_ Assign a radio to any Chemistry team leaving from the OSC. Two-way communication with the OSC is a requirement.
- \_\_\_\_\_ Provide changing plant status to teams in the field.
- \_\_\_\_\_ Determine if Chemistry team members have current respiratory training by checking respiratory training printout located in the RP Briefing Room.

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

Date: \_\_\_\_\_

- \_\_\_\_\_ SIGN the Chemistry OSC Personnel Log and PUT ON position badge.
- \_\_\_\_\_ REPEAT BACK instructions/information received during OSC operations.
- \_\_\_\_\_ Serve as Chemistry single point of contact by the Chemistry Manager.
- \_\_\_\_\_ Change out batteries of hand-held radios upon arrival in OSC.
- \_\_\_\_\_ Account and report for all chemistry personnel onsite during a site assembly.  
(Backshift, Weekends, and Holidays)

**NOTE:** If EDC system is unavailable, dose cards are to be utilized. RWP number for drill/emergencies is 33.

- \_\_\_\_\_ Ensure all Chemistry team members have MGs and have logged onto the EDC system.
- \_\_\_\_\_ Develop OSC Task Work Sheets for each task assigned to Chemistry prior to full activation of OSC.
- \_\_\_\_\_ Inform OSC Manager of any Chemistry emergency response activities prior to the activation of the OSC.
- \_\_\_\_\_ Assign a radio to any Chemistry team leaving from the OSC. Two-way communication with the OSC is a requirement.
- \_\_\_\_\_ Provide changing plant status to teams in the field.
- \_\_\_\_\_ Determine if Chemistry team members have current respiratory training by checking respiratory training printout located in the RP Briefing Room.
- \_\_\_\_\_ Provide assistance for offsite/out of plant surveys during first 75-minutes if requested by RP and trained Chemistry personnel are available.
- \_\_\_\_\_ Provide Chemistry technical assistance in emergency team briefings as necessary.
- \_\_\_\_\_ Provide availability of Chemistry Fire Brigade Members to Operations OSC Liaison. {1}

**NOTE:**

- Drawings are in the Emergency Telephone Directory showing the arrangement of the TSC and OSC.
- Phones for the Alternate OSC are stored in a cabinet on the 3rd floor of the Oconee Office Building.

- \_\_\_\_\_ Assist in setting up the Alternate OSC located in Room 316A in the Oconee Office Building.

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
- ◆ Task Leader should hold briefing with team members before they go out and ensure that original Task Worksheet (white copy) is taken to the field with the team.
- ◆ Task Leader provides canary copy of task sheet to WC Technical Assistant II when team leaves OSC.
- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.





- \_\_\_\_\_ SIGN the Operations OSC Personnel Log and PUT ON position badge.
- \_\_\_\_\_ REPEAT BACK instructions/information received during OSC operations.
- \_\_\_\_\_ Ensure all Operations personnel reporting to the OSC have signed in on the Operations OSC Personnel Log.
- \_\_\_\_\_ Establish communications with the Control Room, Superintendent of Operations, the Operations OSC Team SRO via the Operations Headset System. Operations Bridge number is 4908.
- \_\_\_\_\_ Request plant status updates through the Operations Headset System.
- \_\_\_\_\_ Log-On to the SDS system for plant information.

<p><b>NOTE:</b> Refer to SDS Users Guide, if available, for additional information.</p>
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- A. **IF** the computer is already ON,  
**THEN** perform the following actions:
  - Select the DAE Icon
  - Select Search DAE
  - Enter SDS in the search window
  - Select the applicable SDS Icon
- B. **IF** the computer is OFF,  
**THEN** perform the following actions:
  - Turn the computer ON
  - Enter your User ID and Password when requested
  - Repeat actions in Step A

<p><b>NOTE:</b> The Fire Brigade is dispatched from the OSC as a Time Critical Task.</p>
--

{1}

- \_\_\_\_\_ Identify non-operations Fire Brigade members in the OSC (SPOC, RP and Chemistry). {1}
- \_\_\_\_\_ Emergency Phone Number 4911 will ring in the OSC. WC Technical Assistant I will notify Operations Liaison of any call that may require the dispatch of the Fire Brigade or Keowee Hydro Condition A or Condition B dam failure.
- \_\_\_\_\_ Provide emergency line information regarding fire to Operations - OSC SRO.
- \_\_\_\_\_ Coordinate Fire Brigade support from SPOC, RP and Chemistry with Operations - OSC SRO.

## Operations OSC Liaison (Duty Person)

- \_\_\_\_\_ Report Keowee Hydro Condition A or Condition B dam failure to the OSM/TSC Emergency Coordinator and EOF Director.
- \_\_\_\_\_ Provide OSC Task Work Sheet for any teams dispatched by Operations (this includes Fire Brigade) from the OSC.
- \_\_\_\_\_ Support the OSC Manager by providing information concerning the priority of jobs in the field.
- \_\_\_\_\_ Provide plant status information to OSC Manager.
- \_\_\_\_\_ Keep Keowee Hydro personnel informed of plant status for evacuation purposes.
- \_\_\_\_\_ Provide Operations advice to support the entire OSC (including Briefing Teams as needed).
- \_\_\_\_\_ Keep Operations personnel updated on work in the field via the Operations Headset System.
- \_\_\_\_\_ Ensure 24-hour staffing is in place for Operations should evacuation of non-essential personnel be required. Provide a list of Operations personnel remaining onsite (but not in the TSC or OSC) should evacuation occur. This list can be FAXED to the OSC giving name, location, social security number and RP badge number. OSC FAX number is located in the Emergency Telephone Directory located in the OSC Emergency Procedures Cart.

**NOTE:** The following step is to be completed after OSC activities have been terminated.

- \_\_\_\_\_ Log off SDS by closing all open applications and shutting down the computer.

**NOTE:**

- Drawings are in the Emergency Telephone Directory showing the arrangement of the Alternate OSC.
- Phones for the Alternate OSC are found in the cabinet located in the 3rd Floor Mechanical Equipment room of the Oconee Office Building.

- \_\_\_\_\_ Assist in setting up the Alternate OSC located in Room 316A in the Oconee Office Building.

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
- ◆ OSC Manager assigns a task to the appropriate discipline manager after receiving information from Operations or the Control Room.
- ◆ Appropriate discipline manager writes on the form the task number, the task to be performed and identifies the task leader.
- ◆ Task Leader should complete the Task Worksheet and determine RP support requirements.
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- ◆ WC Technical Assistant II transfers information from the canary copy of Task Worksheet to the OSC Status Board and files canary copy for tracking teams in the field.
- ◆ Task Leader shall return the completed Task Worksheet (white copy) to appropriate discipline manager for review when the team returns from the field.
- ◆ Appropriate discipline manager returns Task Work Sheet (white copy) to WC Technical Assistant II to document task completion on the OSC Status Board.
- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

- ◆ Teams will be dispatched from the OSC RP Briefing Room.
- ◆ Teams will return completed Task Worksheet to the Task Leader where feedback about the completed task will take place.
- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.

**Enclosure 4.15**  
**Operations - OSC SRO**

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DATE: \_\_\_\_\_

- \_\_\_\_\_ SIGN the Operations OSC Personnel Log.
- \_\_\_\_\_ REPEAT BACK instructions/information received during OSC operations.
- \_\_\_\_\_ Assure all hand-held radios have fresh batteries.

**NOTE:** If EDC system is unavailable, dose cards are to be utilized. SRWP number for drill/emergencies is 33.

- \_\_\_\_\_ Ensure all Operations team members have MGs and have logged onto the EDC system.
- \_\_\_\_\_ Develop OSC Task Work Sheets for each task assigned by Operations.
- \_\_\_\_\_ Coordinate team dispatch to assure RP is or is not required.
- \_\_\_\_\_ Turn over jobs completed or in the field when the Work Control OSC Manager reports to the OSC.
- \_\_\_\_\_ Assign a radio to any Operations team leaving from the OSC. Two-way communication with the OSC is a requirement.
- \_\_\_\_\_ Provide changing plant status to teams in the field.
- \_\_\_\_\_ Determine if Operations team members have current respiratory training by checking respiratory training printout located in the RP Briefing Room.

**NOTE:**

- The Fire Brigade is dispatched from the OSC as a Time Critical Task. {1}
- Based on the importance of the assigned task, inform Fire Brigade responders during the team briefing if they are to respond to a fire emergency. Consult the Operations OSC Liaison for help if needed.

- \_\_\_\_\_ Identify Operations Fire Brigade personnel in the OSC. {1}
- \_\_\_\_\_ Utilize Enclosure 4.2, Fire Brigade Response - OSC/TSC Activation, of RP/0/B/1000/029, Fire Brigade Response, when prompted by Operations OSC Liaison.

**NOTE:**

- Drawings are in the Emergency Telephone Directory showing the arrangement of the Alternate OSC.
- Phones for the Alternate OSC are found in the cabinet located in the 3rd Floor Mechanical Equipment room of the Oconee Office Building.

- \_\_\_\_\_ Assist in setting up the Alternate OSC located in Room 316A in the Oconee Office Building.

**TASK WORK SHEET INSTRUCTIONS**

- ◆ Ensure job details are covered using a Task Worksheet for guidance.
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- ◆ WC Technical Assistant II attaches original white copy to canary copy and files.

**TEAM DISPATCH**

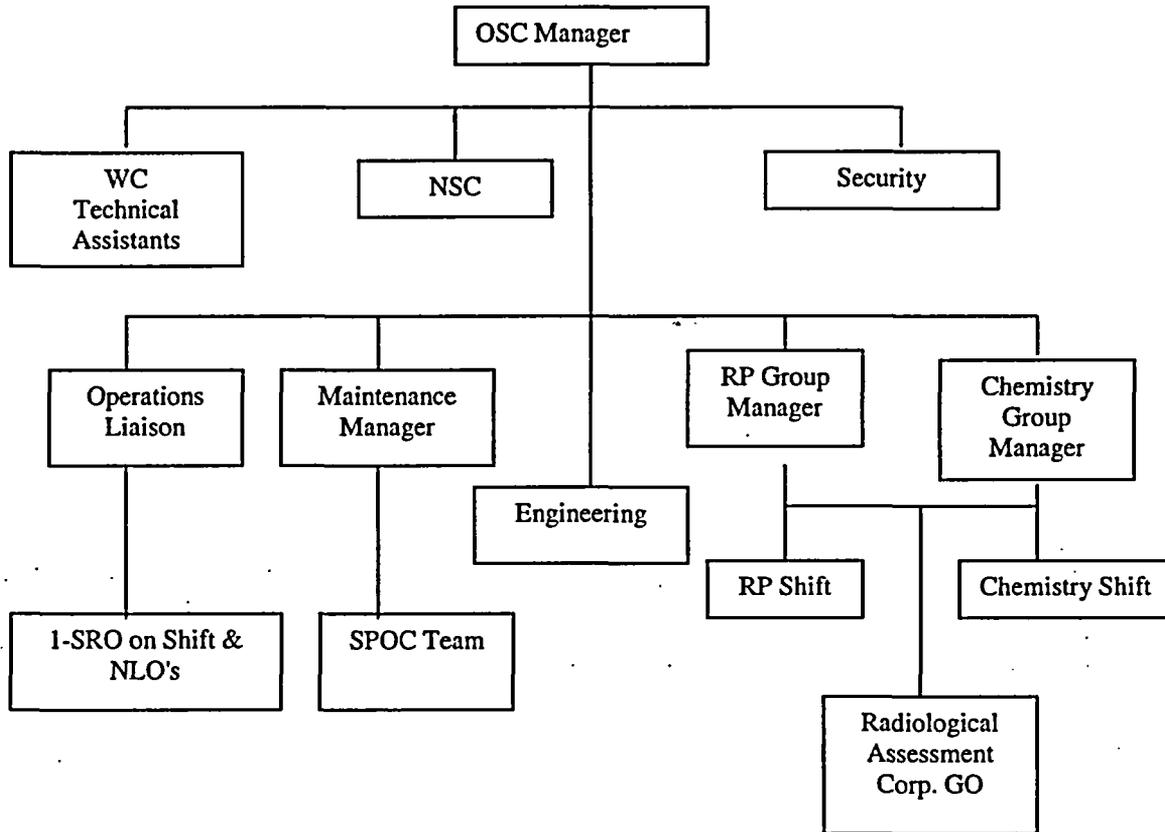
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- ◆ Task Leader will review the completed Task Work Sheet (white copy) to assure the work sheet has been correctly completed.
- ◆ Task Leader will provide the completed Task Work Sheet (white copy) to appropriate discipline manager.







Operational Support Center Organization Chart



DATE: \_\_\_\_\_

PRIMARY					RELIEF		
POSITION	NAME (Last, First, MI)	SOCIAL SECURITY EMPLOYEE ID	TIME IN AT OSC	SHIFT SCHEDULE	NAME (Last, First, MI)	SOCIAL SECURITY EMPLOYEE ID	SHIFT SCHEDULE
OSC Manager		_____				_____	
Work Control Technical Asst. I		_____				_____	
Work Control Technical Asst. II		_____				_____	
Security		_____				_____	
NSC		_____				_____	
<u>Engineering</u>		_____				_____	
Electrical (1 person 75 min.)		_____				_____	
		_____				_____	
Maintenance Manager		_____				_____	
		_____				_____	
		_____				_____	
		_____				_____	



**Enclosure 4.17**  
**Reference**

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Reference:

- {1} PIP 02-04907
- {2} PIP O-03-01131