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THE FOLLOWING CHANGES HAVE OCCURRED TO THE HARDCOPY  
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307 - 307 - ENGINEERING SUPPORT MANAGER: EMERGENCY  
PLAN-POSITION SPECIFIC PROCEDURE

REMOVE MANUAL TABLE OF CONTENTS    DATE: 11/12/2003

ADD        MANUAL TABLE OF CONTENTS    DATE: 03/05/2004

CATEGORY: PROCEDURES    TYPE: EP  
ID:    EP-PS-307  
ADD:    PCAF 2004-1197    REV: N/A

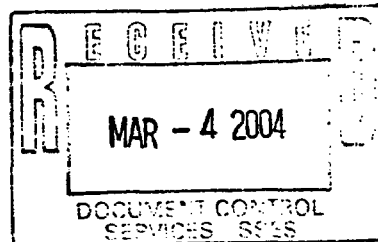
REMOVE:    PCAF 2003-1554    REV: N/A

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ADUS

### PROCEDURE CHANGE PROCESS FORM

1. PCAF NO. <u>2004-1197</u>	2. PAGE 1 OF <u>9</u>	3. PROC. NO. <u>EP-PS-307</u>	REV. <u>8</u>
4. FORMS REVISED - <u>A R 13</u> , - <u>   </u> R <u>   </u> , - <u>   </u> R <u>   </u> , - <u>   </u> R <u>   </u> , - <u>   </u> R <u>   </u> , - <u>   </u> R <u>   </u>			
5. PROCEDURE TITLE Engineering Support Supervisor: Emergency Plan Position Specific Procedure			
6. REQUESTED CHANGE PERIODIC REVIEW <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES INCORPORATE PCAFS <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES    # <u>2003-1554</u> # <u>      </u> # <u>      </u> # <u>      </u> REVISION <input type="checkbox"/> PCAF <input checked="" type="checkbox"/> DELETION <input type="checkbox"/> (CHECK ONE ONLY)			
7. SUMMARY OF / REASON FOR CHANGE Added guidance for the tracking of concurrent EALs. This is an administrative change since it provides additional guidance in support of existing procedure steps. Incorporated previous changes made via PCAF 2003-1554.			
Continued <input type="checkbox"/>			
8. DETERMINE COMMITTEE REVIEW REQUIREMENTS (Refer to Section 6.1.4) PORC REVIEW REQ'D? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		9. PORC MTG# <u>N/A</u>	
<b>BLOCKS 11 THRU 16 ARE ON PAGE 2 OF FORM</b>			
17. <u>T.C. Dalpiaz</u> / <u>3227</u> / <u>03/02/2004</u> PREPARER                      ETN                      DATE (Print or Type)		18. COMMUNICATION OF CHANGE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES    (TYPE) <u>E mail notification</u>	
19. <u>[Signature]</u> <u>3/3/04</u> RESPONSIBLE SUPERVISOR                      DATE		SIGNATURE ATTESTS THAT RESPONSIBLE SUPERVISOR HAS CONDUCTED QADR AND TECHNICAL REVIEW UNLESS OTHERWISE DOCUMENTED IN BLOCK 16 OR ATTACHED REVIEW FORMS. CROSS DISCIPLINE REVIEW (IF REQUIRED) HAS BEEN COMPLETED BY SIGNATURE IN BLOCK 16 OR ATTACHED REVIEW FORMS.	
20. <u>[Signature]</u> <u>3/3/04</u> FUM APPROVAL                      DATE			
21. RESPONSIBLE APPROVER <u>N/A</u> INITIALS                      DATE		ENTER N/A IF FUM HAS APPROVAL AUTHORITY	



## PROCEDURE CHANGE PROCESS FORM

1. PCAF NO. 3004-1197 | 2. PAGE 2 OF 9 | 3. PROC. NO. EP-PS-307 REV. 8

11. This question documents the outcome of the 50.59 and 72.48 Review required by NDAP-QA-0726. Either 11a or b must be checked "YES" and the appropriate form attached or referenced.
- a. This change is an Administrative Correction for which 50.59 and 72.48 are not applicable.  YES  N/A
- b. This change requires a 50.59/72.48 Applicability/Screen/Evaluation. (Attach if not previously issued).  YES  N/A
- Reference Applicability/Screening/Evaluation No. A-01-1543
12. This change is consistent with the FSAR or an FSAR change is required.  YES  
Change Request No. \_\_\_\_\_
13. Should this change be reviewed for potential effects on Training Needs or Material?  YES  NO  
If YES, enter an Action Item @ NIMS/Action/Gen Work Mech/PICN. PICN # 554386
14. Is a Surveillance Procedure Review Checklist required per NDAP-QA-0722?  YES  NO
15. Is a Special, Infrequent or Complex Test/Evolution Analysis Form required per NDAP-QA-0320? (SICT/E form does not need to be attached.)  YES  NO

16. Reviews may be documented below or by attaching Document Review Forms NDAP-QA-0101-1.

REVIEW	REVIEWED BY WITH NO COMMENTS	DATE
QADR	<u>R.A. Lynch</u>	<u>3/3/04</u>
TECHNICAL REVIEW	_____	_____
REACTOR ENGINEERING/NUCLEAR FUELS *	_____	_____
ISI **	_____	_____
OPERATIONS	_____	_____
STATION ENGINEERING	_____	_____
EMERGENCY PLANNING	<u>J.P. Dalrymple</u>	<u>3/3/04</u>
MAINTENANCE	_____	_____
RADIATION PROTECTION	_____	_____
NUCLEAR MODIFICATIONS	_____	_____
NUCLEAR DESIGN	_____	_____
CHEMISTRY	_____	_____
OTHER <u>10CFR 50.54Q</u>	<u>J.P. Dalrymple</u>	<u>3/3/04</u>

\* Required for changes that affect, or have potential for affecting core reactivity, nuclear fuel, core power level indication or impact the thermal power heat balance. <sup>(58)</sup>

\*\* Required for changes to Section XI Inservice Test Acceptance Criteria.

**ENGINEERING SUPPORT SUPERVISOR**

**Emergency Plan Position Specific Procedure**

**WHEN:** When the EOF is activated  
**HOW NOTIFIED:** Paged/Telenotifications System  
**WHERE TO REPORT:** Emergency Operations Facility  
**REPORT TO:** Recovery Manager

**OVERALL DUTY:**

Act as a technical resource for plant data and information, performing assessments to support dose projections, protective action recommendations and emergency classifications.

**MAJOR TASKS:**

**TAB: REVISION:**

Obtain information on plant status to support dose projections, protective action recommendations, emergency classifications, and information dissemination.

TAB A 13

Support dose assessment calculations, communicating results to the Dose Assessment Staff.

TAB B 5

Establish and maintain contact with the Department of Environmental Protection/Bureau of Radiation Protection (Technical), Nuclear Regulatory Commission, and the Media Operations Center.

TAB C 5

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<b>SUPPORTING INFORMATION:</b>	<b>TAB:</b>
Emergency Organization	TAB 1
NERO Technical Support Overview	TAB 2
Emergency Classifications	TAB 3
Public Protective Action Recommendation Guide	TAB 4
<b>REFERENCES: ANTICIPATED QUESTIONS LIST</b>	<b>TAB 5</b>

NRC RTM 92, Nuclear Regulatory Commission Response Team Manual

SSES Emergency Plan

NUREG 0654, Planning Standards and Evaluation Criteria

NUREG 0731, Guidelines for Utility Management Structure and Technical Resources, Sept. 1980

NUREG 0696, Functional Criteria for Emergency Response Facilities

NEDO 22215, Procedure for the Determination of the Extent of Core Damage Under Accident Conditions

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**MAJOR TASK:**

Obtain information on plant status to support dose projections, protective action recommendations, event classifications, and information dissemination.

**SPECIFIC TASK:**

**HOW:**

1. Log in upon arrival.
  
  
  
  
  
  
  
  
  
  
2. Notify the Recovery Manager of your arrival.
  
  
  
  
  
  
  
  
  
  
3. Provide Engineering Support to the EOF Staff.

- 1a. Sign Ingress/Egress Log located at the entrance into the EOF.
  
- 1b. Clip-on the position specific name badge.
  
- 1c. Sign-in on board in conference area if you are the initial responder.

**NOTE:**

If the Recovery Manager is delayed in arriving at the EOF, prepare the facility for turnover, (reference EP-PS-200, Recovery Manager Emergency-Plan-Position Specific Instruction), but do not accept turnover until his arrival.

- 3a. Only the Engineering Support Supervisor is required for EOF activation.
  
- 3b. Obtain required engineering information from the TSC until arrival of additional engineering staff in GO/EOF.
  
- 3c. The following personnel are desired within 90 minutes:
  - (1) Systems Lead Engineer (EOF AND GO)
  - (2) Fuels Lead Engineer (EOF AND GO)
  - (3) Mechanical Engineer (EOF)
  - (4) Electrical Engineer (EOF)

**SPECIFIC TASK:**

**HOW:**

- 
- |    |   |     |   |
|----|---|-----|---|
| 4. | Determine readiness of Engineering Support Staff to support EOF functions for this event. | 3d. | Call the General Office if you are the initial responder. (Conference bridge telephone line may be used.)   |
|    |   | 3e. | If additional support is required, request the EOF Support Supervisor or NEP Duty Planner to obtain needed disciplines.   |
|    |   | 4a. | Verify engineering equipment is operational (phones, PICSY terminals, network terminals, Fax machine, etc.).  |
|    |   | 4b. | Brief Engineering Support Staff as time permits. (Staff can be briefed after EOF activation.)   |
| 5. | Obtain sufficient knowledge of event to allow assumption of duties.                       | 5a. | Review data posted in the Command and Control, Site Support, and Engineering Support areas.   |
|    |   | 5b. | Obtain event information from Recovery Mgr., TSC, or other accurate source.<br>Ensure knowledge of:<br>(1) Affected Unit<br>(2) Emergency Classification<br>(3) Any Protective Action Recommendations<br>(4) Source term size<br>(5) Release flowpath<br>(6) Review and understand status of unaffected unit. |

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**SPECIFIC TASK:**

**HOW:**

6. Perform turnover of notification of DEP/BRP Technical from the TSC Engineering Staff to the EOF. (This can be done at any time but is REQUIRED at first notification after TSC/EOF turnover).

6a. Contact the TSC Tech Support Coordinator and obtain time that next notification is due. Accept responsibility for next notification of DEP/BRP Technical. (REQUIRED at first notification after TSC/EOF turnover).

6b. DEP/BRP communications are due hourly.

6c. Transmit information from the ENR form.

6d. Review anticipated questions list in anticipation of briefing

**HELP**  
**ANTICIPATED QUESTIONS LIST**  
**SEE TAB 5**

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7. Maintain ongoing awareness of plant status.

7a. Ensure an ongoing awareness of at least the following:

- (1) Status of Reactivity control
- (2) Decay heat removal
- (3) Backup heat removal capability
- (4) Integrity of fuel cladding; Rx vessel, primary containment, and secondary containment
- (5) Hydrogen generation
- (6) Status of rad release

8. Review plant status with the Recovery Manager. Assist in classification and reclassification of the event, and in determining the need for Protective Action Recommendations.

8a. Assign personnel to trend the following data, immediately advise you of significant changes:

- (1) The release path:
  - a. Barriers breached
  - b. Barriers threatened, (no decay heat removal, over pressurization, etc.)
  - c. Mitigation in progress
- (2) Source term
  - a. Type and amount of fuel damage
  - b. Mitigation in progress
- (3) Present classification and bases
  - a. Potential for upgrade



**SPECIFIC TASK:**

**HOW:**

9. Establish/maintain an Engineering Support Priorities List.

9a. Assign a staff member to maintain a list of Engineering Support "Priorities" utilizing the "white boards" or easels in the Engineering Support Office, including:

- (1) initial time
- (2) disposition (open/closed)
- (3) time of closure

10. Establish/maintain a list of current/concurrent EAL's.

10a. Ensure Tracking of concurrent EAL's at all Emergency levels

10b. Monitor plant conditions on an ongoing basis so that concurrent EALs can be assessed continuously. It is the intent of this step that concurrent EALs be identified in real time and not at a later time in the emergency.

**NOTE: THE INFORMATION ON CONCURRENT EALS IS REQUIRED SO THAT THE RECOVERY MANAGER AND THE EOF CAN DETERMINE IF THERE IS A CHANGE IN RADIOLOGICAL RELEASE STATUS. IT IS ALSO REQUIRED SO THAT COMMUNICATIONS WITH THE OFFSITE AGENCIES CAN BE AS ACCURATE AS POSSIBLE.**

10c. Provide information to the Recovery Manager for downgrade discussions.

11. Update Recovery Manager as new information becomes available.

11a. Brief Engineering Support Staff personnel to:

1. Advise you immediately if they become aware of information that could change the Emergency Classification or PAR.
2. Advise you immediately if you provide information believed to be incomplete or inaccurate in a briefing.
3. Use three-part communications during exchanges of critical information.

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TAB A  
EP-PS-307-A  
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**SPECIFIC TASK:**

**HOW:**

12. Succeed the Recovery Manager as required.

12a. If the Recovery Manager becomes unable to perform his functions during the emergency and another Recovery Manager is not present, assume the duties of Recovery Manager.

12b. Ensure a replacement Recovery Manager is immediately called to the EOF.