

Date Entered: Mar 23, 2004

TO: USNRC/WASHINGTON
JMCKNIGHT Copy Number: 145

TRANSMITTAL NUMBER: 261740

PROCEDURE NUMBER: EI-4.3

TITLE: EMERGENCY OPERATIONS FACILITY ACTIVATION

TRANSMITTAL: LISTED BELOW ARE NEW/REVISED PROCEDURES WHICH MUST BE IMMEDIATELY INSERTED INTO OR DISCARDED FROM YOUR PROCEDURE MANUAL.

Action Required	Section or Description
REMOVE AND DESTROY	EI-4.3, R/15, COVERSHEET AND DOCUMENT PAGES 3-4
REPLACE WITH	EI-4.3, R/15, COVERSHEET AND DOCUMENT PAGES 3-4 EDITORIAL

SIGN, DATE, AND RETURN THE ACKNOWLEDGEMENT FORM WITHIN 10 DAYS TO THE PALISADES PLANT DOCUMENT CONTROL.

SIGNATURE OR INITIALS

DATE

If applicable, REMOVE ALL travelers and marked up pages in front of this procedure.

A045

Procedure No EI-4.3
Revision 15
Effective Date 3/23/04

PALISADES NUCLEAR PLANT
EMERGENCY IMPLEMENTING PROCEDURE

TITLE: EMERGENCY OPERATIONS FACILITY ACTIVATION

Approved: DMonken
Procedure Sponsor

/

3/18/04
Date

New Procedure/Revision Summary:

Editorial change to Revision 15

Specific Changes

TITLE: EMERGENCY OPERATIONS FACILITY ACTIVATION

3.7 NRC FACILITY LIAISON

Personnel who possess a broad knowledge of the Palisades Plant and can assist the NRC with securing pertinent information with regard to the emergency. The responsibilities could include interfacing with plant management and/or facility lead personnel, ensuring timely updates of the emergency are made available, answering questions and concerns expressed by the NRC and ensuring NRC personnel have a smooth transition into their assigned facility.

Personnel would be assigned on an as needed basis and support the Technical Support Center, the Emergency Operations Facility and the Joint Public Information Center.

There is no specific ERO training required for this position.

4.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

4.1 The EOF shall be activated at the alert or higher emergency classification. The EOF may be activated before this time at the option of the Site Emergency Director (SED). | e

5.0 PROCEDURE

USER ALERT
REFERENCE USE PROCEDURE

Refer to the procedure periodically to confirm that all procedure segments of an activity will be or are being performed. Where required, sign appropriate sign-off blanks to certify that all segments are complete.

The attachments to this procedure define the responsibilities of the Emergency Operations Facility staff, and provides guidance on tasks to be performed. Individuals assigned as team leaders or to specific identified roles should ensure the attachment checklists are utilized.

TITLE: EMERGENCY OPERATIONS FACILITY ACTIVATION

6.0 ATTACHMENTS

- 6.1 Attachment 1, "Emergency Operations Facility Director"
Attachment 1.1, "Emergency Operations Facility Status Updates"
- 6.2 Attachment 2, "Emergency Operations Facility Communication Support Team"
Attachment 2.1, "Emergency Telephone Numbers"
Attachment 2.2, "Additional Emergency Support Request"
- 6.3 Attachment 3, "Emergency Operations Facility Health Physics Support Team"
- 6.4 Attachment 4, "Emergency Operations Facility Engineering Support Team"
Attachment 4.1, "Additional Emergency Support Request"
- 6.5 Attachment 5, "Emergency Operations Facility Governmental Liaison"
- 6.6 Attachment 6, "Emergency Operations Facility Public Affairs"
- 6.7 Attachment 7, "Emergency Operations Facility Emergency Planner"
- 6.8 Attachment 8, "Emergency Operations Facility Administrative Support Team"
Attachment 8.1, "Emergency Operations Facility Floor Plan"
Attachment 8.2, "Nuclear Management Company Emergency Response Sign In"
- 6.9 Attachment 9, "Security Officer Instructions"
- 6.10 Attachment 10, "Emergency Operations Facility Organization"
- 6.11 Attachment 11, "Mutual Assistance Agreement Between Detroit Edison, Nuclear Management Company, and Indiana Michigan Power Company"

7.0 SPECIAL REVIEWS

The scope of this procedure does not include activities that require a 50.59 review per Palisades Administrative Procedure 10.41, "Procedure and Policy Processes." Therefore, changes to this procedure do not require a 50.59 review.