

MANUAL HARD COPY DISTRIBUTION

DOCUMENT TRANSMITTAL 2004-16062

USER INFORMATION

~~GERBACH*ROSE M EMPL#:28401 CA#: 0363
Address: NUCSA2
Phone#: 254-3194~~

TRANSMITTAL INFORMATION:

TO: ~~GERBACH*ROSE M~~ 04/07/2004
LOCATION: DOCUMENT CONTROL DESK
FROM: NUCLEAR RECORDS DOCUMENT CONTROL CENTER
(NUCSA-2)
THE FOLLOWING CHANGES HAVE OCCURRED TO THE HARDCOPY
OR ELECTRONIC MANUAL ASSIGNED TO YOU:

135 - 135 NRC COMMUNICATOR

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

ADD MANUAL TABLE OF CONTENTS DATE: 04/06/2004

CATEGORY: PROCEDURES TYPE: EP
ID: EP-PS-135
ADD: PCAF 2004-1272 REV: N/A

REMOVE: PCAF 2003-1491 REV: N/A

~~REMOVE: REV: 0~~

~~REMOVE: REV: 0~~

~~REMOVE: PCAF 2004-1272 REV: N/A~~

~~ADD: PCAF 2004-1272 REV: N/A~~

~~REMOVE: REV: 0~~

~~REMOVE: REV: 0~~

~~REMOVE: PCAF 2004-1272 REV: N/A~~

~~ADD: PCAF 2004-1272 REV: N/A~~

UPDATES FOR HARD COPY MANUALS WILL BE DISTRIBUTED
WITHIN 5 DAYS IN ACCORDANCE WITH DEPARTMENT
PROCEDURES. PLEASE MAKE ALL CHANGES AND

A045

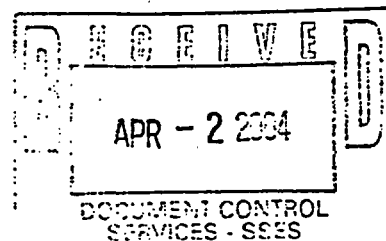
Apr. 07, 2004

Page 2 of 2

ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX UPON
RECEIPT OF HARD COPY. FOR ELECTRONIC MANUAL USERS,
ELECTRONICALLY REVIEW THE APPROPRIATE DOCUMENTS AND
ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX.

PROCEDURE CHANGE PROCESS FORM

1. PCAF NO. <u>2004-1272</u>	2. PAGE 1 OF <u>9</u>	3. PROC. NO. <u>EP-PS-135</u>	REV. <u>0</u>
4. FORMS REVISED - <u>A R 2</u> , - <u>B R 1</u> , - <u>C R 0</u> , - <u> </u> R <u> </u> , - <u> </u> R <u> </u> , - <u> </u> R <u> </u>			
5. PROCEDURE TITLE nrc Communicator: 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>2003-1491</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 PCAF incorporates PCAF 1491 that corrected a typographical error and added step 4a. PCAF removes extraneous information concerning the telephone to be used to activate NERO. The procedure formerly referred to the number of telephone buttons and the green button. The procedure will now only refer to the green button that is to be used for NERO activation. PCAF adds a "Hard Card" for the Communicator to use for activation of the ERDS system. The Hard Card is a summary of procedural steps and includes necessary actions that will expedite ERDS activation. Revised direction to use the ENS form and a revised NRC notification form when making the Emergency Plan required one-hour NRC notification. This is an administrative change since it incorporates existing requirements. <div style="text-align: right;">Continued <input type="checkbox"/></div>			
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>	
BLOCKS 11 THRU 16 ARE ON PAGE 2 OF FORM			
17. <u>T.C. Dalpiaz</u> / <u>3227</u> / <u>04/01/2004</u> PREPARER ETN DATE (Print or Type)		18. COMMUNICATION OF CHANGE REQUIRED? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (TYPE) <u> </u>	
19. <u>[Signature]</u> / <u>4/1/04</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>4/1/04</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. 2004-1272 | 2. PAGE 2 OF 9 | 3. PROC. NO. EP-PS-135 REV. 0

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 # _____
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	_____	_____
TECHNICAL REVIEW	_____	_____
REACTOR ENGINEERING/NUCLEAR FUELS *	_____	_____
ISI **	_____	_____
OPERATIONS	_____	_____
STATION ENGINEERING	_____	_____
EMERGENCY PLANNING	<u>TP Dalrym</u>	<u>4/1/04</u>
MAINTENANCE	_____	_____
RADIATION PROTECTION	_____	_____
NUCLEAR MODIFICATIONS	_____	_____
NUCLEAR DESIGN	_____	_____
CHEMISTRY	_____	_____
OTHER <u>10 CFR 50.54Q</u>	<u>TP Dalrym</u>	<u>4/1/04</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. ⁽⁵⁸⁾

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

NRC COMMUNICATOR

Emergency Plan-Position Specific Procedure

WHEN: Emergency Plan is activated
HOW NOTIFIED: Assigned while on duty
REPORT TO: Shift Manager/ED
WHERE TO REPORT: Control Room

OVERALL DUTY:

Communicate information on emergency to the Nuclear Regulatory Commission, implement activation of NERO, activate the ERDS System and perform other Emergency Plan actions as directed by the Shift Manager/ED.

MAJOR TASKS:

TAB:

REVISION:

As directed by the Shift Manager/ED initiate activation of the NERO or notification of Key Managers and perform other communications.

Activate the ERDS system and obtain information of the nature and status of the event, perform notifications to the NRC resident inspector (s) and provide detailed information to the NRC on a continuing basis.

TAB A

02

TAB B

01

ERDS Activation Hard Card

TAB C

0

PCAF

MAJOR TASK:

As directed by the Shift Manager initiate activation of the NERO or notification of Key Managers.

SPECIFIC TASKS:

HOW:

1. Initiate Activation of NERO.

1a. Ask Shift Manager/ED if NERO is to be activated.

1b. If NERO is to be activated perform step 1c. If only Key Manager Notification is required proceed to step 2.

NOTE:

NERO activation is required for an Alert and higher classification.

1c. Activation of NERO pagers using the telephone Hot Button-Green Button.

(1) Remove the telephone handset from the phone console that contains the Green button.

(2) Press the green activation button, ~~(the fifth button in the first row of ten.)~~

(3) After approximately 30 seconds ... reset the Green button by pressing any other button and hanging up the telephone handset.

NOTE:

If the green button is not reset, the pagers will activate again when the handset is picked up again.

(4) Contact the ASCC at CTN 4918:

(5) Verify pager activation

(6) Request TNS activation of NERO

SPECIFIC TASKS:

HOW:

2. If NERO is not activated at the Unusual Event, contact the ASCC and request notification of Key Managers.

3. If the TSC is not activated at the Unusual Event Level, perform additional notifications as directed by the Emergency Director.

3a. Within 2 hours of event declaration transmit the emergency classification to other off-site agencies:

- (1) Institute of Nuclear Power Operations (INPO)
- (2) Pennsylvania Rural Electric Cooperative
- (3) American Nuclear Insurers (ANI)
- (4) PPL Insurance Group

HELP

NRC Communicator Phone Information Matrix
See TAB 4

4. If directed by the Shift Manager/ED activate ALTERNATE NERO.

4a. Perform the following:

- (1) Obtain password from Shift Manager key locker.
- (2) Dial 1-570-440-1014.
- (3) When prompted, enter password XXXX.
- (4) When prompted (voice or rapid three tone signal), enter "99999."
- (5) Listen for corroboration or depress # key.
- (6) Return password to SM key locker.
- (7) Instruct Security to:
 - Validate "99999" pager activation.
 - Activate the NERO using TNS.

SPECIFIC TASKS:

HOW:

- | SPECIFIC TASKS: | HOW: |
|---|--|
| 5. If directed by Shift Manager/ED, announce Evacuation of non-essential personnel from site. | 4a-
5a Make the following Page announcement twice "Attention all personnel, a security emergency has been declared. All non-essential personnel evacuate the site." |
| 6. When TSC Communicator announces he or she is taking over, report to the Shift Manager/ED to provide help where you're needed. | |
| 7. If an Unusual Event was declared and the NERO was not activated, then when your job is completed because the emergency has been terminated, give all documentation and records, including your log to the STA. | |

PCAF

PCAF

MAJOR TASK:

Activate the ERDS system and obtain information of the nature and status of the event, perform notifications to the NRC resident inspector (s) and provide detailed information to the NRC on a continuing basis.

SPECIFIC TASKS:

HOW:

1. Provide assistance to the Control Room Operating Crew in dealing with the event. 1a. As directed by the Shift Manager perform actions to stabilize the affected unit. _____

OR

1b. As directed by the Shift Manager perform actions to insure the unaffected unit is in stable condition.

2. Within one hour of entry into the E-Plan, obtain information concerning the affected Unit and event status. 2a. Confirm the following information with the Shift Manager: _____

- (1) Affected Unit
- (2) Current EAL Classification
- (3) Basis for Classification
- (4) Release in Progress information
- (5) Prognosis for escalation/termination

3. Within one hour of entry into the E-Plan, notify NRC Resident Inspectors of the event. 3a. Provide the information obtained above in step 2a. _____

4. Within one hour of entry into the E-Plan, activate the Emergency Response Data System.

HELP

ERDS Operating Instructions
See TAB 8 OR HARD CARD

PCAF

PCAF

PCAF

PCAF

SPECIFIC TASKS:

HOW:

5. Within one hour, obtain information required for NRC Notification.

5a. Utilize the NRC ENS form 361 from NDAP-QA-0720 to document the notification.

NOTE: The ENS call must be made within one hour of event declaration.

5b. Fax the 361 form to the NRC prior to initiating the telephone call.

5c. Review the information contained in TAB 9 in case the NRC requests additional information.

6. Within one hour, initiate communication with the NRC via ENS Phone Line.

6a. **NOTE:**

Once this communication is initiated expect to remain on the phone until relieved by a TSC Communicator.

1. Communicate information obtained from form 361 and Tab 9 to the NRC.

2. Remain on the line with the NRC and respond to any questions or requests for additional information.

NOTE:

It is permissible to leave the phone for short periods to obtain additional information but the line should remain open.

7. When the TSC Communicator announces that he or she is taking over, report to the Shift Manager to provide help where needed.

8. If an Unusual Event was declared and the NERO was not activated, then when your job is completed because the emergency has been terminated, give all documentation and records, including your log to the STA.

MAJOR TASK:

ERDS System Activation Hard Card

- 1.0 Initiating the ERDS Link-ERDS ACTIVATION IS NOT UNIT SPECIFIC (HC)
 - 1.1 From the PICSY FORMAT SCREEN, type SEND2NRC <ENTER> (HC)
 - 1.2 Move the cursor to and click on the ACTIVATE box under ACTIONS (HC)
 - 2.0 Reconnecting the ERDS link (HC)
 - 2.1 Move the cursor to and click on the RECONNECT box under ACTIONS on the emergency response data system screen. (HC)
 - 3.0 Terminating the ERDS link (HC)
 - 3.1 Move the cursor to and click on the TERMINATE box under ACTIONS on the emergency response data system screen (HC)
- REFER TO EP-PS-135 Attachment 8 for additional information (HC)

PCAF

C.

EMERGENCY NOTIFICATION LOG SHEET

EMERGENCY CLASSIFICATION

- UNUSUAL EVENT
- ALERT
- SITE AREA EMERGENCY
- GENERAL EMERGENCY

STATIC UPDATE

EMERGENCY NOTIFICATION
REPORT (ENR) CONTROL NO. _____

AGENCY	NAME OF CONTACT	TIME
PEMA		
LCEMA		
CCEMA		
MOC/PIM		

ADDITIONAL INFORMATION

Control # _____

EMERGENCY NOTIFICATION REPORT

1. Call Status: THIS IS A DRILL THIS IS AN ACTUAL EVENT

2. This is: _____ at Susquehanna Steam Electric Station.
(Communicator's Name)

My telephone
number is:

(Callback telephone number)

Notification time is:

(Time notification
initiated)

3. EMERGENCY CLASSIFICATION:

UNUSUAL EVENT

ALERT

The event has been terminated.

SITE AREA EMERGENCY

GENERAL EMERGENCY

UNIT: ONE

TWO

ONE & TWO

Declaration
Time:

(Time classification/
termination declared)

DATE:-

(Date classification/
termination declared)

THIS REPRESENTS A/VAN:

INITIAL DECLARATION

ESCALATION

NO CHANGE

} IN CLASSIFICATION STATUS

4. The Emergency Action Level (EAL) Number is: _____

BRIEF NON-TECHNICAL
DESCRIPTION OF THE EVENT:

- For initial declaration, static update, or escalation, provide current classification EAL number only.
- For significant events, or when directed by the ED, RM, or EOFSS, provide a brief description.
- For termination, write emergency has been terminated.

5. THERE IS: No } NON-ROUTINE RADIOLOGICAL RELEASE IN PROGRESS
 AN AIRBORNE
 A LIQUID

6. WIND DIRECTION IS FROM: _____ WIND SPEED IS: _____ mph.
(Data from 10 meter meteorological tower, available on PICSY.)

7. Conclusion: THIS IS A DRILL THIS IS AN ACTUAL EVENT

APPROVED: _____ Time: _____ Date: _____
(ED, RM, or EOFSS) (Time form approved) (Date form approved)

NRC REQUIRED INFORMATION

NOTE (1): This is not a form to be read to the NRC but the information is the type of information that the NRC may request in addition to the information on the ENS Form.

NOTE (2): Items in **Bold *** should be obtained from/discussed with Shift Manager/ED. Initials indicate information concurred with by SM/ED. _____

NOTE (3): Some of the information on pages 2 and 3 may be obtained from the general description section of the ENS Form.

1*. Mitigating actions in progress:

- To Restore critical safety functions _____
- To bring plant to cold shutdown _____
- Restore vital equipment _____

2. Has NERO been activated Yes _____ No _____

3. Has accountability been initiated Yes _____ No _____

4*. Prognosis for escalation or termination _____
(from Shift Manager)

5. Provide a reference for RPV level, i.e. TAF is-161"

6*. EOP's in use to mitigate the event _____

- | | | |
|--------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> RPV Control | <input type="checkbox"/> Rad Release | <input type="checkbox"/> RPV Flooding |
| <input type="checkbox"/> PC Control | <input type="checkbox"/> Emerg. Depressurization | |
| <input type="checkbox"/> SC Control | <input type="checkbox"/> ATWS | |

PARAMETER DATA FORM

TIME >>>>>	UNIT				
REACTOR POWER					
RX VESSEL LEVEL					
PRIMARY PRESSURE					
FEEDWATER FLOW	GPM				
RCIC FLOW	GPM				
CORE SPRAY FLOW A	GPM				
CORE SPRAY FLOW B	GPM				
LPCI/RHR FLOW A	GPM				
LPCI/RHR FLOW B	GPM				
SRV STATUS	O/C				
DRYWELL SUMP LEVEL					
DRYWELL PRESSURE					
DRYWELL TEMP	°F				
SUPPRESS POOL LEVEL					
SUPPRESS POOL TEMP	°F				
HYDROGEN CONCEN.	%				
OXYGEN CONCEN.	%				
DRYWELL RADIATION					
WETWELL RADIATION					

PLANT CONTROL STATUS FORM (BOILING WR)

Reactivity Control

- All Control Rods Inserted? Yes No: Number _____ rods
- Reactor Subcritical? Yes No
- Standby Liquid Control Initiated? Yes No
- Shutdown Margin within Tech Specs? Yes No

Reactor Vessel Level Control

Level controlled by one or more of the following:

- Condensate/Feedwater RHR Service Water
- RCIC Fire Water
- HPCI/HPCS Control Rod Drive
- Core Spray Other: _____
- LPCI

Reactor Vessel Pressure Control

Main Steam Isolation Valves: All Open All Closed Other: _____

Reactor Vessel Pressure Control by:

- Turbine Bypass or Turbine Control
- Safety Relief Valves (SRV)/ Automatic Depressurization System (ADS)
- Other: _____

Stuck Open Safety Relief Valve No Yes: Number _____

Heat Sink Control

- Condenser
- Suppression Pool
- Residual Heat Removal/Shutdown Cooling
- Isolation Condenser, where applicable (N/A for Susquehanna)
- Other: _____

Containment Control

- Containment Spray On Off
- Suppression Pool Cooling On Off
- Standby Gas Treatment On Off
- Hydrogen Control: Recombiner
- Igniter (N/A for Susquehanna)
- Containment Atmosphere Dilution

NRC REQUIRED INFORMATION

Time: _____ Date: _____ Plant: Susquehanna SES

NOTE (1): This is not a form to be read to the NRC but the information is the type of information that the NRC will request.

NOTE (2): Items in **Bold *** should be obtained from/discussed with Shift Manager/ED or TSC ED. Initials indicate information concurred with by SM/ED or TSC ED. _____

1. Your Name/phone number/and position in the Control Room, i.e. PCO, SRO, STA

2. Affected Unit _____

3*. Current EAL Classification and Declaration time _____

4*. Basis for declaration - This information should explain in general terms the basis for the declaration

5*. Is there a Release in Progress Yes _____ No _____

6*. Protective Action Recommendations made to the State _____

7*. Any local area/RCA/Site evacuations ordered Yes _____ No _____
(Specify) _____

8*. Mitigating actions in progress:

- To Restore critical safety functions _____
- To bring plant to cold shutdown _____
- Restore vital equipment _____

9. Has NERO been activated Yes _____ No _____

10. Has accountability been initiated Yes _____ No _____

11*. Prognosis for escalation or termination _____
(from Shift Manager)

12. Have off-site notifications been initiated Yes _____ No _____

13. Provide a reference for RPV level, i.e. TAF is-161"

14*. EOP's in use to mitigate the event _____

- | | | |
|--------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> RPV Control | <input type="checkbox"/> Rad Release | <input type="checkbox"/> RPV Flooding |
| <input type="checkbox"/> PC Control | <input type="checkbox"/> Emerg. Depressurization | |
| <input type="checkbox"/> SC Control | <input type="checkbox"/> ATWS | |

PARAMETER DATA FORM

TIME >>>>>	UNIT				
REACTOR POWER					
RX VESSEL LEVEL					
PRIMARY PRESSURE					
FEEDWATER FLOW	GPM				
RCIC FLOW	GPM				
CORE SPRAY FLOW A	GPM				
CORE SPRAY FLOW B	GPM				
LPCI/RHR FLOW A	GPM				
LPCI/RHR FLOW B	GPM				
SRV STATUS	O/C				
DRYWELL SUMP LEVEL					
DRYWELL PRESSURE					
DRYWELL TEMP	°F				
SUPPRESS POOL LEVEL					
SUPPRESS POOL TEMP	°F				
HYDROGEN CONCEN.	%				
OXYGEN CONCEN.	%				
DRYWELL RADIATION					
WETWELL RADIATION					

PLANT CONTROL STATUS FORM (BOILING WR)

Reactivity Control

- All Control Rods Inserted? Yes No: Number _____ rods
- Reactor Subcritical? Yes No
- Standby Liquid Control Initiated? Yes No
- Shutdown Margin within Tech Specs? Yes No

Reactor Vessel Level Control

Level controlled by one or more of the following:

- Condensate/Feedwater RHR Service Water
- RCIC Fire Water
- HPCI/HPCS Control Rod Drive
- Core Spray Other: _____
- LPCI

Reactor Vessel Pressure Control

Main Steam Isolation Valves: All Open All Closed Other: _____

Reactor Vessel Pressure Control by:

- Turbine Bypass or Turbine Control
- Safety Relief Valves (SRV)/ Automatic Depressurization System (ADS)
- Other: _____

Stuck Open Safety Relief Valve No Yes: Number _____

Heat Sink Control

- Condenser
- Suppression Pool
- Residual Heat Removal/Shutdown Cooling
- Isolation Condenser, where applicable (N/A for Susquehanna)
- Other: _____

Containment Control

- Containment Spray On Off
- Suppression Pool Cooling On Off
- Standby Gas Treatment On Off
- Hydrogen Control: Recombiner
- Igniter (N/A for Susquehanna)
- Containment Atmosphere Dilution