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NLS2004056

April 23, 2004

U.S. Nuclear Regulatory Commission
Attention: Document Control Desk
Washington, D.C. 20555-0001

Subject: Emergency Plan Implementing Procedures
Cooper Nuclear Station, NRC Docket 50-298, DPR-46

The purpose of this letter is to transmit the following Emergency Plan Implementing Procedures (EPIPs) pursuant to the requirements of 10 CFR 50, Appendix E, Section V, "Implementing Procedures":

EPIP 5.7.6	Revision 39	"Notification"
EPIP 5.7.8.1	Revision 6	"Activation of Alternate OSC"
EPIP 5.7.23	Revision 6	"Activation of the JIC"
EPIP 5.7COMMUN	Revision 4	"Communications"

Should you have any questions concerning this matter, please contact me at 402-825-2774.

Sincerely,

Paul V. Fleming
Licensing and Regulatory Affairs Manager

/jr

Enclosure

cc: Regional Administrator w/enclosures (2)
USNRC - Region IV

Senior Resident Inspector w/enclosures
USNRC

NPG Distribution w/o enclosures

Records w/o enclosures

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COOPER NUCLEAR STATION
P.O. Box 98 / Brownville, NE 68321-0098
***Telephone:** (402) 825-3811 / **Fax:** (402) 825-5211*
www.nppd.com

Correspondence Number: NLS2004056

The following table identifies those actions committed to by Nebraska Public Power District (NPPD) in this document. Any other actions discussed in the submittal represent intended or planned actions by NPPD. They are described for information only and are not regulatory commitments. Please notify the Licensing & Regulatory Affairs Manager at Cooper Nuclear Station of any questions regarding this document or any associated regulatory commitments.

COMMITMENT	COMMITTED DATE OR OUTAGE
NONE	

CNS OPERATIONS MANUAL EPIP PROCEDURE 5.7.6 NOTIFICATION	USE: REFERENCE EFFECTIVE: 3/31/04 APPROVAL: SORC/IQA OWNER: R. J. FISCHER DEPARTMENT: EP

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1. PURPOSE

Provide instructions for initial, follow-up, and termination notifications to responsible State and Local governmental agencies, NRC notifications, initial generation of press releases to the Media, and notifications to other off-site support agencies.

2. PRECAUTIONS AND LIMITATIONS

[ ] 2.1 Initial notifications to State/Local agencies shall be performed within 15 minutes of each declaration of an Emergency and/or change in Protective Action Recommendations (PARs).©[1,2]

[ ] 2.2 NRC notification shall be performed immediately following notification of responsible State and Local governmental agencies, and not later than 1 hour after the time of declaration of one of the emergency classes.

[ ] 2.3 At an ALERT or higher classification, follow-up notifications to responsible State and Local governmental agencies shall be performed approximately every 60 minutes, or sooner if there is a significant change in the status of the emergency.©[1,2]

[ ] 2.4 Section 8, "Release Information" of the Notification Report, is completed only when both of the following conditions exist:

[ ] 2.4.1 Follow-up notification.

[ ] 2.4.2 A release of Airborne Radioactive material greater than ODAM limits is occurring or occurred during the event.

[ ] 2.5 Notification of termination to off-site agencies shall be performed within 1 hour after the termination of the emergency.

[ ] 2.6 If the Control Room must be evacuated and off-site notification responsibilities have <u>not</u> been transferred to the EOF, the Shift Communicator shall perform off-site notifications over the State Notification Telephone from the TSC or EOF.

[ ] 2.7 If making a notification for an Emergency that occurred but was not reported (e.g., the condition occurred yesterday but was not caught at that time), make the notification to State/Local agencies by performing an initial notification with the Event Declared and Terminated as the same time.

[ ] 2.8 The Emergency Director shall be immediately notified of any difficulties or delays in completing this procedure.

3. ENTRY CONDITIONS

[ ] 3.1 An Emergency has been declared per Procedure 5.7.1.

4. CONTROL ROOM ACTIONS

[ ] 4.1 NOTIFICATIONS FROM CONTROL ROOM.

[ ] 4.1.1 Emergency Director (ED) direct Operator or Shift Technical Engineer to complete Notification Report per Attachment 1.

[ ] 4.1.2 ED review form for accuracy.

[ ] 4.1.3 ED add remarks to the remarks section as appropriate.

[ ] 4.1.4 ED sign form including date/time.

[ ] **<u>NOTE</u>** - The PMIS FAX sent to the TSC and EOF is received on the TSC Administrative Assistant printer and EOF Dose Assessment printer.

[ ] 4.1.5 If PMIS FAX available, ED authorize notification to be PMIS faxed to State/Local agencies, NRC Operations Center, TSC, and EOF by providing PMIS password to Operator or Shift Technical Engineer.®

[ ] 4.1.6 ED direct Shift Communicator to make notifications per Attachment 4.

5. EOF ACTIONS

[ ] 5.1 NOTIFICATIONS FROM EOF

[ ] 5.1.1 Emergency Director (ED) direct Off-Site Communicator to complete Notification Report per Attachment 1.

[ ] 5.1.2 ED review form for accuracy.

[ ] 5.1.3 ED add remarks to the remarks section as appropriate.

[ ] 5.1.4 ED sign form including date/time.

[ ] **NOTE** - The PMIS FAX sent to the TSC and EOF is received on the TSC Administrative Assistant printer and EOF Dose Assessment printer.

[ ] 5.1.5 If PMIS FAX available, ED authorize notification to be PMIS faxed to State/Local agencies, NRC Operations Center, TSC, and EOF by providing PMIS password to Off-Site Communicator.®

[ ] 5.1.6 ED direct Off-Site Communicator to make notifications per Attachment 5.

6. RECORDS

[ ] 6.1 Attachments 3, 4, and 5 from actual events shall be forwarded to the EP Manager within 5 working days of their completion (Quality Record upon completion).

[ ] **CAUTION** - If CNS-DOSE is not available, notify ED and complete Notification Form using Attachment 2.

1. COMPUTER DOSE PROJECTION/AUTOMATED NOTIFICATION REPORT

[ ] 1.1 On a PMIS terminal, enter turn-on code "DOSE", or if performing subsequent notifications, return to the "MET/RAD Input" dose page.

[ ] 1.2 Complete Notification Report using on-line instructions.

[ ] 1.3 Deliver printed Notification Report to the ED to complete the remarks section and approve the notification.

[ ] 1.4 Verify ED signature, date, and time are on the Notification Report and PMIS fax using the on-line instructions.®

[ ] 1.5 Provide completed Notification Report to the Communicator.

1. COMPLETE NOTIFICATION FORM

[ ] 1.1 Obtain copy of Attachment 3, Notification Report.

[ ] **NOTE 1 - Initial Notifications:** Steps 1.2 through 1.19 and 1.28 are required.

[ ] **NOTE 2 - Follow-Up Notifications:** Steps 1.2 through 1.28 are required.

[ ] **NOTE 3 - Termination Notifications:** Steps 1.2 through 1.9 are required.

[ ] 1.2 **Notification Report Number:** Enter 1 or the next sequential number if more than one has been generated during the event.

[ ] 1.3 **Time of Transmittal:** Leave blank.

[ ] 1.4 **Initial or Follow-Up Report:**

[ ] 1.4.1 Check Initial Report for EAL classifications or change in PAR.

[ ] 1.4.2 Check Follow-Up Report for all others including termination.

[ ] 1.5 **Name of CNS Communicator:** Leave blank.

[ ] 1.6 **Classification:** Check the Emergency Classification.

[ ] 1.7 **EAL Number:** Enter the EAL number (e.g., 1.1.2).

[ ] 1.8 **Event Declared (Date/Time):** Enter time and date of the Emergency Declaration in military format (e.g., 14:18).

[ ] 1.9 **Event Terminated (Date/Time):** Enter time and date of the termination in military format (e.g., 14:18).

RELEASE POINT	PRIMARY	BACKUP	DEFAULT VALUES
ERP	CNS DOSE or 100 M MET	60 M MET	13 mph and D Stability Class
All Other Points	CNS DOSE or 10 M MET	60 M MET	8 mph and D Stability Class

[ ] 1.10 **Wind Speed:** Enter wind speed in MPH.

[ ] 1.11 **Wind From:** Enter the direction (e.g., if the wind is coming from the east, enter 90.

[ ] **NOTE** - If it is currently raining, SPDS MET will have message "It is raining".

[ ] 1.12 **Precipitation (Yes/No):** Check Yes if there is precipitation. Check No if it is not.

[ ] 1.13 **Stability Classification (A-G):** Check Stability Class (A-G).

[ ] 1.14 **Release Status (Is/Was/Will-Be):**

[ ] 1.14.1 **Is:** Enter Is if release is currently in excess of ODAM limits or no release in progress/expected.

[ ] 1.14.2 **Was:** Enter Was if release is now less than ODAM limits.

[ ] 1.14.3 **Will-Be:** Enter Will-Be if release in excess of ODAM limits is expected.

[ ] 1.15 **Release Type (None/Airborne/Liquid):**

[ ] 1.15.1 **None:** Check None if releases are currently below ODAM limits.

[ ] 1.15.2 **Airborne:** Check Airborne if release is, was, or will-be in excess of ODAM limits for airborne activity.

[ ] 1.15.3 **Liquid:** Check Liquid if release is, was, or will-be in excess of ODAM limits for liquid activity.

[ ] 1.16 **Protective Action Recommendations:** Enter PARs. Verify PAR includes previous PARs if they have changed.

[ ] 1.17 **Prognosis (Stable/Unstable):**

[ ] 1.17.1 Check Stable if the event is not likely to degrade.

[ ] 1.17.2 Check Unstable if the event is degrading (e.g., RPV level is lowering or Containment Rad Monitors are trending upward).

[ ] 1.18 **Plant Status (at Power/Shutdown):** Check appropriate box. Check Power if the Reactor is critical. Check Shutdown if the reactor is sub-critical.

[ ] 1.19 **Remarks:** Enter information that will be useful to the off-site agencies in understanding the event, plant conditions, or release information. If dose projections at 10 miles are greater than or equal to 1 REM TEDE or 5 REM CDE, enter "Projected dose at or beyond 10 miles exceed evacuation criteria".

[ ] 1.20 **Section 8, "Release Information"** of the Notification Report is completed only when both of the following conditions exist:

[ ] 1.20.1 Follow-up notification.

[ ] 1.20.2 A release of airborne radioactive material greater than ODAM limits is occurring or occurred during the event.

[ ] 1.21 **Release From:** Check the location that was or is exceeding ODAM limits.

[ ] 1.22 **Release Height:** 100 M for ERP and 10 M for any building release. Other is checked if the release is not from a building.

[ ] 1.23 **Release Duration:** If duration is unknown, use the default of 4 hours.

[ ] 1.24 **Start Time:** Enter release start time (e.g., 14:18)

[ ] 1.25 **Stop Time:** Enter release stop time if known; otherwise, enter "UNK".

[ ] 1.26 **Release Rate (µCi/sec):** Enter release rate in µCi/sec.

[ ] 1.27 **Projected Integrated Dose (Rem) and Projected Dose Rate (Rem/hr):** Are obtained from CNS DOSE or by hand calculations per Procedure 5.7.17.

[ ] 1.28 Deliver to ED to add remarks, signature, date, and time.

Notification Report Number: _____ **Time of Transmittal:** _____

[ ] Initial Report (Complete Sections 1-7 only) **[ ] Follow-Up Report**

1) Name of CNS Communicator: **Call Back Number:** 402-825-

2) Classification: [ ] NOUE; [ ] Alert; [ ] Site Area; [ ] General **EAL Number:**

Event Declared (Date/Time): **Event Terminated (Date/Time):**

3) Meteorological Conditions **Wind Speed:** MPH **Wind From:** Degrees **Precipitation:** [ ] Yes; [ ] No

Stability Class: [ ] A; [ ] B; [ ] C; [ ] D; [ ] E; [ ] F; [ ] G

4) ODAM Airborne Release Values: **There** [ ] is [ ] no Release of Radioactive Material Greater than ODAM Limits.

ERP = 7.28E5 µCi/sec
TG Bldg = 3.6E4 µCi/sec
RX Bldg = 3.3E4 µCi/sec
ARW Bldg = 3.6E4 µCi/sec

[ ] was [ ] an airborne

[ ] will be [ ] a liquid

5) Protective Action Recommendations (PARS): General Emergency Automatic PAR - Evacuate 2 mi radius/5 mi downwind, go indoors, and monitor EAS/EBS remainder 10 mi EPZ.

	None	Evacuate Sectors	Go indoors and monitor EAS/EBS in Sectors
0-2 Miles			
2-5 Miles			
5-10 Miles			

6) Prognosis: [ ] Stable; [ ] Unstable **Plant Status:** [ ] at Power; [ ] Shutdown

7) Remarks:

8) Release Information (required on follow-up Notification with airborne release > ODAM limits):

Release From: [ ] ERP; [ ] Reactor Building; [ ] Turbine Building; [ ] Aug Radwaste Building; [ ] Other: _____

Release Height: [ ] 100 M (ERP); [ ] 10 M (RB, TB, ARWB); [ ] Other: _____ ft **Release Rate (µCi/sec)**

Estimated Duration: _____ **(Hours)**
Start Time: _____
Stop Time: _____

Noble Gas: _____ µCi/sec
Iodides: N/A
Particulate: N/A

Distance From Plant	Projected Integrated Dose (Rem)		Projected Dose Rate (Rem/hr)	
	TEDE	CDE (Thyroid)	TEDE	CDE (Thyroid)
Site Boundary				
2 Miles				
5 Miles				
10 Miles				

Emergency Director Signature: **Date:** **Time:**

Notification Report Number: _____

[ ] 1.1 When directed to perform notification to State and Local Government agencies, perform the following:

[ ] 1.1.1 Verify ED signature/date/time and remarks section (optional) on Notification Report.

[ ] 1.1.2 Print your name and call back number on Notification Report, Block 1.

[ ] 1.1.3 Contact State/Local Agencies using State Notification Telephone System by pressing the "Group Call" button or 7450 from any phone.

NOTIFY FOLLOWING AGENCIES	PHONE	SPEED DIAL #	TIME ON LINE	NAME OF CONTACT
NEMA via Nebraska State Patrol	State Notification Telephone System	04		
Nemaha County EOC via Nemaha County Sheriff		20		
Atchison County EOC via Atchison County Sheriff		19		
Missouri SEMA via Missouri Highway Patrol		22		

[ ] NOTE - If communication is lost with one or more agencies, continue to make notifications to on-line parties. When notifications are complete, call back agencies missing and make report.

[ ] 1.1.4 Record time last party on line as "Time of Transmittal" on Notification Report.

[ ] 1.1.5 When all parties are on line, verify that they have received the PMIS faxed notification. Only information on the form is allowed to be communicated unless authorized by the ED.®

[ ] 1.1.5.1 If PMIS FAX not received, read the Notification Report line by line.®

[ ] 1.1.6 Notify ED notification to State/Local agencies is complete and time follow-up notification is required.

[ ] 1.2 Contact NRC Headquarters via ENS immediately after Step 1.1.6 and not later than 60 minutes after declaration of an emergency.

NRC	CNS TELEPHONE	ALTERNATE	PERSON CONTACTED	TIME
	Dial # on Phone Sticker	**ETD or Speed Dial - 10**		

[ ] 1.3. When contacted by ENS Communicator in TSC, transfer NRC notification responsibilities and notify ED. ENS communications from the TSC are performed in accordance with Procedure 5.7ENS.

NAME OF ENS COMMUNICATOR	PERFORMED BY	TIME

[ ] 1.4. When contacted by Off-Site Communicator in EOF, transfer off-site notification responsibilities and notify ED.

NAME OF OFF-SITE COMMUNICATOR	PERFORMED BY	TIME

Communicator Signature: _____ Date: _____

Notification Report Number: _____

[ ] 1.1 When directed to perform notification to State and Local Government agencies, perform the following:

[ ] 1.1.1 Verify ED signature/date/time and remarks section on Notification Report.

[ ] 1.1.2 Print your name and call back number on Notification Report, Block 1.

[ ] 1.1.3 Contact State/Local agencies using State Notification Telephone System by pressing the "Group Call" button or 7450 from any phone.

NOTIFY FOLLOWING AGENCIES	PHONE	TIME ON LINE	NAME OF CONTACT
NEMA via Nebraska State Patrol	State Notification Telephone System		
Nemaha County EOC via Nemaha County Sheriff			
Atchison County EOC via Atchison County Sheriff			
Missouri SEMA via Missouri Highway Patrol			

[ ] NOTE - If communication is lost with one or more agencies, continue to make notifications to on-line parties. When notifications are complete, call back agencies missing and make report.

[ ] 1.1.4 Record time last party on line as "Time of Transmittal" on Notification Report.

[ ] 1.1.5 When all parties are on line, verify that they have received the PMIS faxed notification. Only information on the form is allowed to be communicated unless authorized by the ED.®

[ ] 1.1.5.1 If PMIS FAX not received, read the Notification Report line by line.®

[ ] 1.1.6 Notify ED that notification to State/Local agencies is complete and time follow-up notification is required.

[ ] 1.2 Perform notifications to the following support agencies, as soon as possible, after the declaration of an ALERT or higher emergency classification, but not until after all notifications are completed as required in Section 1.

AGENCY	PHONE	PERSON CONTACTED	TIME
INPO	**(800) 321-0614**		
American Nuclear Insurers (ANI)	**(860) 682-1301**		

Communicator Signature: _____ Date: _____

1. DISCUSSION

1.1 All notifications and communications will be handled from the Control Room (CR) until the Technical Support Center (TSC) and Emergency Operations Facility (EOF) are activated. The responsibility of generating press releases to the media may be transferred to NPPD Corporate Communications Department personnel prior to activation of the Joint Information Center (JIC).

1.2 During a declared Emergency at CNS, Emergency notifications to the State of Nebraska; State of Missouri; Atchison County, Missouri; and Nemaha County, Nebraska are accomplished through the State Notification Telephone System. The CNS State Notification Telephone System is a conference-calling system. When the handset to this hotline is picked up, and the "Group Call" button is pushed, dedicated telephones will automatically ring at Nebraska State Patrol, Missouri Highway Patrol, Atchison County Sheriff's Department, and Nemaha County Sheriff's Department. The utilization of law enforcement agencies as initial points of contact provides for 24 hour coverage. The dedicated lines listed also have extension lines which ring at the following facilities respectively: Nebraska Emergency Management Agency EOC, Missouri State Emergency Management Agency EOC, Atchison County EOC, and Nemaha County EOC. Once the EOCs become operational, notifications may be made using the extension lines at the EOCs with concurrence between the respective EOC and law enforcement agency.

1.3 Notifications to the NRC are normally accomplished through the Emergency Notification System (ENS). The Emergency Notification System is a dedicated telephone system which is manned 24 hours by the Duty Officer at the NRC Headquarters Operations Center.

1.4 During any notification activity, if the primary communications system fails, communication methods shall be attempted such as alternate telephones, National Warning System (NAWAS), base station radio, or relay through a third party. Alternate telephone numbers are listed in the Emergency Telephone Directory.

1.5 At an ALERT or higher emergency classification, to receive continuous and detailed information, the NRC will likely request an open line of communication with the Control Room (CNS) until the TSC is operational.

1.6 The Public Affairs Duty Officer (PADO) shall be notified by pager by the CNS ANS and instructed to contact the Control Room. Upon being contacted by the PADO, the Control Room will ensure that the following is relayed to the PADO:

1.6.1 Emergency Classification.

1.6.2 EAL Number.

1.6.3 Time of EAL Classification.

1.6.4 Brief description of event.

1.7 Request a telephone number in which the PADO can be reached.

1.8 PADO functions shall be superseded by the activation of the Joint Information Center (JIC). The JIC shall receive follow-up information from the Technical Information Coordinator in the EOF.

1.9 The On-Call Emergency Preparedness Coordinator should assume the responsibility of coordinating press releases after being notified and responding to a Notification of Unusual Event (NOUE).

1.9.1 Assist the Control Room in ensuring communications are established with the PADO per Procedure 5.7.23.

1.9.2 This responsibility shall be for the period immediately after the declaration of the NOUE and continue until the responsibility is transferred to appropriate NPPD Corporate Communications Department personnel.

1.9.3 Any press release that is generated during this period should be reviewed and approved by the Emergency Director.

1.10 Authorized Representatives of the Governors of Nebraska and Missouri may be represented in the EOF and set up Forward Command Posts at some other location.

2. REFERENCES

2.1 CODES AND STANDARDS

2.1.1 10CFR50.

2.1.2 NPPD Emergency Plan for CNS.

2.2 PROCEDURES

2.2.1 Emergency Plan Implementing Procedure 5.7.1, Emergency Classification.

2.3 MISCELLANEOUS

2.3.1 CNS Emergency Telephone Directory.

2.3.2 NCR 93-52.

2.3.3 NRC Inspection Report 89-35, Item 1.

2.3.4 NRC Inspection Report 94-11.

2.3.5 NRC Inspection Report 94-29, Item 1.

2.3.6 QA Observation 93-05A.

2.3.7 QA Report 86-06.

2.3.8 RCR 2002-0181, Action #2, Require State/Local Notification within 15 minutes of a PAR or change in PAR.

2.3.9 ® SCR 2002-2290, Action #14, Specifies PMIS FAX. Affects Steps 4.1.5 and 5.1.5, Attachment 1, Step 1.4, Attachment 4, Steps 1.1.5 and 1.1.5.1, and Attachment 5, Steps 1.1.5 and 1.1.5.1.

2.3.10 ® TIP Action Plan 5.2.2.1, Revision 1, Action 1. Major revision 6/28/02 to clarify Control Room tasks. Generic nature of TIP Action does not support cross-referencing of specific steps.

2.4 NRC COMMITMENTS

2.4.1 ©[1] NRC Inspection Report 92-14. Commitment affects Steps 2.1 and 2.3.

2.4.2 ©[2] NRC Inspection Report 98-12 (Commitment Numbers NLS980074-05 and NLS980074-06). Commitment affects Steps 2.1 and 2.3.

CNS OPERATIONS MANUAL EPIP PROCEDURE 5.7.8.1 ACTIVATION OF ALTERNATE OSC	USE: REFERENCE EFFECTIVE: 3/31/04 APPROVAL: SORC/IQA OWNER: S. C. REZAB DEPARTMENT: EP

1. PURPOSE 1
2. PRECAUTIONS AND LIMITATIONS 1
3. REQUIREMENTS 1
4. CHEMISTRY/RADIOLOGICAL PROTECTION OR OSC SUPERVISOR 2
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ATTACHMENT 1 OSC SUPERVISOR'S CHECKLIST - ALTERNATE OSC 4
ATTACHMENT 2 EMERGENCY FILTRATION SYSTEM OPERATION 5
ATTACHMENT 3 INFORMATION SHEET 6

1. PURPOSE

This procedure provides instructions for the activation and subsequent operation of the Alternate Operations Support Center (AOSC) in the event that the normal Operational Support Center (OSC) cannot be activated or becomes uninhabitable during an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY.

2. PRECAUTIONS AND LIMITATIONS

[ ] 2.1 If the Area Radiation Monitor and/or Continuous Air Monitor alarms, an area habitability survey should be conducted immediately. If the Chemistry/Radiological Protection (RP) Coordinator determines that the AOSC is uninhabitable, OSC personnel and equipment will relocate to the Control Room corridor.

3. REQUIREMENTS

[ ] 3.1 Ensure the following equipment and materials are available, as needed:

[ ] 3.1.1 A list of communications equipment located in the AOSC and instructions for its use are detailed in Procedure 5.7COMMUN.

[ ] 3.1.2 A list of emergency equipment located in the AOSC and instructions for maintaining the readiness of the equipment are detailed in Procedure 5.7.21.

[ ] 3.1.3 A list of emergency rescue equipment and protective equipment located near the normal OSC is listed in Procedure 5.7.21.

[ ] 3.2 An ALERT or higher level emergency has been declared per Procedure 5.7.1.

[ ] 3.3 The OSC cannot be activated in its normal location or it has been determined to be uninhabitable.

[ ] 3.4 Habitability of the Alternate OSC has been verified by radiological surveys.

4. CHEMISTRY/RADIOLOGICAL PROTECTION OR OSC SUPERVISOR

[ ] 4.1 Chem/RP Coordinator or OSC Supervisor, upon making the decision to relocate the OSC, shall advise the TSC Director and OSC Leads of the decision to relocate.

[ ] 4.2 Chem/RP Coordinator shall determine the relocation route to be taken to the AOSC, based on radiological survey data and consistent with ALARA principles, as to avoid any excess radiation doses. This route shall be communicated clearly to all personnel who are relocating.

5. OSC SUPERVISOR/OSC LEADS

[ ] 5.1 The OSC Supervisor shall advise OSC personnel of the relocation decision. The OSC Supervisor shall relocate to the AOSC with OSC personnel, taking with them all OSC equipment needed to perform their duties from the AOSC. The OSC Supervisor shall ensure the proper relocation route is taken.

[ ] 5.2 The OSC Supervisor shall ensure all telephones, Gaitronics, and Alternate Intercom (Bonephone) located in the AOSC are operational.

[ ] 5.3 The OSC Supervisor shall ensure the HEPA Filtration System is activated and the Area Radiation Monitor and Continuous Air Monitor are set-up and operational. Chem/RP Coordinator shall be notified if there are any equipment problems or if any of the monitors start to alarm at any time.

[ ] 5.4 Upon relocation to the AOSC, the Chem/RP OSC Lead shall ensure all Chemistry/Radiological Protection equipment is in a state of operational readiness. The ARM, CAM, and friskers are located in and around the Emergency Locker.

[ ] 5.5 OSC Supervisor shall report the AOSC operational readiness to the Maintenance Coordinator when achieved.

[ ] 5.6 OSC Supervisor shall ensure the items on Attachment 1 of this procedure are completed.

6. OSC PERSONNEL

[ ] 6.1 OSC personnel shall relocate in an orderly fashion to the AOSC when instructed to do so, using the specified route. Personnel shall take with them all written logs, portable radios, tools, personnel protection and safety equipment that has been issued to them, and any other OSC equipment necessary to perform their OSC duties from the AOSC.

[ ] 6.2 All OSC personnel shall perform their duties from the AOSC in the same manner that they would from the normal OSC utilizing this and all other appropriate procedures.

[ ] 6.3 Staffing of the AOSC will be performed with individuals listed for the OSC positions in Procedure 5.7.8.

ACTION ITEMS — TIME/INITIALS

1. The OSC Supervisor shall ensure OSC personnel have brought with them all equipment from the OSC that is necessary to perform their OSC duties from the AOSC. _____/_____

2. The OSC Supervisor shall ensure all communications devices operate in the AOSC. _____/_____

[ ] 2.1 Telephone: _____

[ ] 2.2 Gaitronics: _____

[ ] 2.3 Alternate Intercom: _____

3. The OSC Supervisor shall ensure the HEPA Filtration System is activated in the AOSC per Attachment 2. _____/_____

4. The Chem/RP OSC Lead shall ensure all emergency equipment is in a state of operational readiness. _____/_____

[ ] 4.1 If locker seal is found intact, only the following operability checks are required.

[ ] 4.1.1 Battery Checks: _____

[ ] 4.1.2 SCBAs Full: _____ (SCBAs located in hallway).

[ ] 4.2 If locker seal is found broken, perform inventory of Chem/RP Equipment per Procedure 5.7.21 and replace any missing or inoperable equipment.

5. The OSC Supervisor shall ensure adequate personnel are present to initially activate the AOSC. _____/_____

6. The OSC Supervisor shall report OSC section readiness or problems to the Maintenance Coordinator in the TSC. _____/_____

1. ACTUATION

[ ] 1.1 In the I&C Shop extension, on the west wall north of the door to the cable chase, place the air conditioner control to OFF.

[ ] 1.2 In the I&C Shop (Alternate OSC), on south wall, place EMERGENCY AIR FILTER control switch to EMERGENCY and verify following:

[ ] 1.2.1 HV-AD-AD1349, FILTER INLET, and HV-AD-AD1350, FILTER OUTLET, are open.

[ ] 1.2.2 HV-AD-AD1347 and HV-AD-AD1348, AC-T-1A AIR INLET DAMPERS, are closed.

[ ] 1.2.3 HV-FN-(AC-T-1A), FILTER BOOSTER FAN, starts.

2. RESTORATION

[ ] 2.1 In the I&C Shop extension, on the west wall north of the door to the cable case, place the air conditioner control to COOL.

[ ] 2.2 In I&C Shop (Alternate OSC), on south wall, place EMERGENCY AIR FILTER control switch to NORMAL and verify following:

[ ] 2.2.1 HV-FAN-(AC-T-A1), FILTER BOOSTER FAN, stops.

[ ] 2.2.2 HV-AD-AD1349, FILTER INLET, AND HV-AD-AD1350, FILTER OUTLET, are closed.

[ ] 2.2.3 HV-AD-AD1347 and HV-AD-AD1348, AC-T-1A AIR INLET DAMPERS, are open.

1. DISCUSSION

1.1 If emergency conditions dictate relocation of the OSC, emergency repair or rescue activities will be accomplished from the AOSC. The AOSC is located on the 932' level of the Turbine Building (I&C Shop). The AOSC is equipped with an emergency equipment locker, emergency communications, and a HEPA Filtration System.

1.2 OSC personnel shall perform the same duties, as prescribed by the appropriate procedures, from the AOSC as they would from the normal OSC.

2. REFERENCES

2.1 CODES AND STANDARDS

2.1.1 NPPD Emergency Plan for CNS.

2.1.2 NUREG 0654, Revision 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

2.2 PROCEDURES

2.2.1 Emergency Plan Implementing Procedure 5.7COMMUN, Communications.

2.2.2 Emergency Plan Implementing Procedure 5.7.1, Emergency Classification.

2.2.3 Emergency Plan Implementing Procedure 5.7.8, Activation of OSC.

2.2.4 Emergency Plan Implementing Procedure 5.7.21, Emergency Equipment Inventory.

2.3 MISCELLANEOUS

2.3.1 RCR 2002-0126.

2.3.2 RCR 2002-1425.

CNS OPERATIONS MANUAL EPIP 5.7.23 ACTIVATION OF THE JIC	USE: REFERENCE ⊛ EFFECTIVE: 3/31/04 APPROVAL: SORC/IQA OWNER: T. S. HAYNES DEPARTMENT: EP

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1. PURPOSE

This procedure provides notification and activation instructions in the event of a declared emergency at Cooper Nuclear Station (CNS). It provides instructions for the Public Affairs Duty Officer (PADO) to notify Corporate Communications and NPPD management. It also describes the functions of the Joint Information Center (JIC) and the responsibilities of the JIC staff in the event an emergency is declared at CNS.

2. PRECAUTIONS AND LIMITATIONS

[ ] 2.1 The Emergency Director approves all written information releases prior to their release.

[ ] 2.2 Accuracy in receiving information regarding an emergency at CNS is extremely important. Be sure the receiver of each message understands its content. Ensure the information is recorded concisely and the reporting official repeats the information and gives his name.

[ ] 2.3 Accuracy in releasing information regarding an emergency at CNS is also extremely important. Always coordinate with other information gatherers before any information is released to the media or the public.

[ ] 2.4 It is imperative that all media releases/briefings be documented.

[ ] 2.5 Sections 5 through 16 are only required when activating the JIC.

3. REQUIREMENTS

[ ] 3.1 An emergency has been declared at CNS per Procedure 5.7.1.

4. INITIAL NOTIFICATION OF THE PADO

[ ] **NOTE** - PADO functions shall be superseded by the activation of the Joint Information Center (JIC). The JIC shall receive follow-up information from the Technical Information Coordinator in the EOF.

[ ] 4.1 The PADO shall normally be notified by the Automated Notification System (ANS) of any emergency situation at CNS. The pager will display a return telephone number at CNS.

[ ] 4.2 The PADO shall immediately return a call to the telephone number provided and follow instructions given by the ANS. This will also provide the PADO with information on how to contact the CNS Control Room.

[ ] **NOTE** - Use 3-part communication when receiving the requested information.

[ ] 4.3 Upon establishing contact with the CNS Control Room, identify yourself as the PADO and request the following information:

[ ] 4.3.1 Emergency Classification.

[ ] 4.3.2 EAL number.

[ ] 4.3.3 Time of EAL Classification.

[ ] 4.3.4 Brief description of event.

[ ] 4.4 Advise the CNS Control Room how to provide you further information. Give him a telephone number where you may be reached or tell him to continue to use the pager system.

[ ] 4.5 Contact the Public Affairs Director and forward the information to him/her.

[ ] 4.6 Request the Public Affairs Director report to Corporate Communications to initiate Corporate Communication functions.

[ ] 4.7 Notify the Chief Executive Officer (CEO) or designee of an emergency situation at CNS and relay the information (the Public Affairs Director may chose to perform this step).

[ ] 4.7.1 Determine if the CEO will notify the Board of Directors or if he would like Corporate Communications personnel to perform this task.

[ ] 4.8 If requested, report to Corporate Communications and begin preparing a press release.

[ ] 4.8.1 You will be contacted by the Emergency Preparedness Coordinator (EPC) to assist, until such time that you are relieved of PADO duties by Corporate Communications.

[ ] 4.8.2 The Emergency Director shall approve all written press releases prior to their release.

[ ] **NOTE** - The Public Affairs Director has the responsibility to ensure the JIC is staffed and activated.

[ ] 4.8.3 The JIC should be placed on standby during an ALERT and will be manned and activated upon the declaration of a SITE AREA EMERGENCY or GENERAL EMERGENCY. JIC personnel should be requested to report to Corporate Communications and the equipment in the JIC should start being set up.

[ ] 4.8.3.1 The Public Affairs Director and/or the Emergency Director can choose to activate at a lower classification.

[ ] 4.8.4 If the JIC needs to be activated during normal office hours, ensure the Public Affairs Director requests the NPPD General Office Receptionist to use the building paging system to announce the activation of the JIC.

[ ] **NOTE** - A print-out of qualified JIC personnel can be found in the Corporate Communications Office, Public Affairs Director PIM, and the Facility Manager PIM.

[ ] 4.8.5 If the JIC needs to be activated during non-business hours, the Public Affairs Director has the responsibility to ensure members of the JIC staff are contacted and the JIC is activated.

5. PUBLIC AFFAIRS DIRECTOR

[ ] **NOTE** - Sections 5 through 16 are only required when activating the JIC. However, the following section steps, if applicable, may be used as a guide when responding to an emergency at CNS prior to the JIC activating.

[ ] 5.1 The Public Affairs Director (PAD) is responsible for the following:

[ ] 5.1.1 Ensuring appropriate JIC staff members have been notified that the JIC is activating.

[ ] 5.1.2 Verifying minimum staff is present. At a minimum, the following positions must be staffed to activate:

[ ] 5.1.2.1 Public Affairs Director.

[ ] 5.1.2.2 Technical Briefer.

[ ] 5.1.2.3 Public Information Officer.

[ ] 5.1.3 Declaring the JIC activated.

[ ] 5.1.4 Contacting the Emergency Director to inform him that the JIC has activated.

[ ] 5.1.4.1 Obtain a current plant status report from the Emergency Director, using PIM JIC01, Public Affairs Director PIM, Attachment 1, Current Plant Status Worksheet Help Guide.

[ ] 5.1.5 Conducting initial and follow-up briefings with the JIC staff and other agencies to ensure everyone has the latest emergency status information.

[ ] 5.1.6 Coordinating JIC public relations activities by ensuring following activities are performed:

[ ] 5.1.6.1 News conferences.

[ ] 5.1.6.2 Media monitoring.

[ ] 5.1.6.3 Rumor control.

[ ] 5.1.6.4 Employee information.

[ ] 5.1.7 Ensuring appropriate media representatives (AP, Omaha World Herald, Lincoln Journal Star, etc.) are contacted and informed the JIC is functioning. Media representative telephone and fax numbers can be found in the Emergency Telephone Directory.

[ ] 5.1.8 Providing the Governmental Affairs office with information concerning the emergency status at CNS.

[ ] 5.1.9 Coordinating activities of the JIC with Media Representatives and moderate the news conferences (who speaks, when, where, etc.).

[ ] 5.1.10 Taking notes in news conferences and assisting the designated Spokesperson, as necessary.

[ ] 5.1.11 Ensuring "press releases" by NPPD are faxed to NRC Region IV Public Affairs, NRC Operations Center, and appropriate media representatives (e.g., AP, Omaha World Herald, Lincoln Journal Star, etc). Fax numbers are located in the Emergency Telephone Directory.

[ ] 5.1.12 Providing status of JIC support efforts to EOF.

[ ] 5.1.13 Providing follow-up contact with the Emergency Director, Vice President - Nuclear, and CEO as needed.

[ ] 5.1.14 The PAD will review the written information releases to ensure following items are included:

[ ] 5.1.14.1 Time of events and declaration.

[ ] 5.1.14.2 Points of contact and/or telephone numbers for news media.

[ ] 5.1.15 The PAD will then forward the written information release to the Technical Briefer for technical data input and review.

[ ] 5.1.16 The PAD will ensure the written information release is sent to the Emergency Director for approval.

[ ] 5.1.16.1 The PAD will issue the information release for final processing after receiving the Emergency Director's approval.

6. FACILITY MANAGER

[ ] 6.1 The Facility Manager is responsible for following:

[ ] 6.1.1 Assuming responsibility for all office machines, supplies, and their environment throughout the course of the emergency.

[ ] 6.1.2 Ensuring tables and chairs are set up.

[ ] NOTE - Emergency Planning Implementing Procedures and Emergency Telephone Directories are located in JIC Cabinet #1. Equipment and supplies can be found in JIC Cabinet #2. Two fax machines for the JIC and two fax machines for the States are located in JIC Cabinet #3.

[ ] 6.1.3 Setting up and verifying operability of all communications equipment. If any equipment is found to be defective, make arrangements to replace or augment it.

[ ] 6.1.4 Ensuring equipment and supplies are available in the media briefing area (microphones, PA System, literature display, telephones, PC hook-ups, etc.).

[ ] 6.1.5 Establishing and maintaining security by stationing one person at the Board Room Entrance near the General Office Lobby to perform following:

[ ] 6.1.5.1 Register NPPD, State, Federal agency personnel, and media representatives names and affiliations. Ensure media representatives have Media Press Credentials.

[ ] 6.1.5.2 Direct media representatives to briefing area.

[ ] 6.1.5.3 If necessary, acquire additional Security personnel (i.e., Columbus Police Department and/or professional security contractor. Guard-Rite Security Services L.L.C. can be contacted at 402-644-8000 or 402-644-7054 (emergencies).

[ ] 6.1.6 Developing a 24 hour schedule for JIC personnel.

[ ] 6.1.7 Obtaining clerical and administrative support for the JIC staff, as necessary. This is also to include support for the State and Federal Representatives.

[ ] 6.1.8 The Facility Manager will post a notice for the scheduled news conference near the briefing area.

[ ] 6.1.9 Ensuring the JIC is cleaned up and the appropriate equipment is returned to the General Office when the facility is deactivated.

7. TECHNICAL BRIEFER

[ ] 7.1 The Technical Briefer is responsible for following:

[ ] 7.1.1 Establishing contact with the EOF TIC.

[ ] 7.1.2 Receiving technical information for use by the designated Spokesperson in news conferences.

[ ] 7.1.3 Providing and interpreting technical information to the Public Affairs Director (PAD).

[ ] 7.1.4 Assisting in the review of statements to the media by providing clarification of the technical data.

[ ] 7.1.4.1 The type, severity, and extent of the emergency at CNS.

[ ] 7.1.4.2 The plant's current status (i.e., stable, improving, or deteriorating).

[ ] 7.1.4.3 Any changes in the emergency classification.

[ ] 7.1.4.4 A description of the latest developments regarding the emergency situation.

[ ] 7.1.4.5 The prognosis for, or magnitude of, any radiological releases from the plant and the associated meteorological conditions. Convert technical information regarding radiological releases to terms understandable by the public.

[ ] 7.1.4.6 A description of those actions taken or currently being undertaken to mitigate the emergency and place the plant in a safe and stable condition.

[ ] 7.1.4.7 Forward the information release to the PAD.

[ ] 7.1.5 Organizing the appropriate technical information for use in development of news conferences and communiques.

[ ] 7.1.6 Responding to technical questions that were asked by the media during news conferences and organize the appropriate responses for use in development of the up-coming news release, if necessary.

8. MEDIA MONITOR

[ ] 8.1 The Media Monitor is responsible for following:

[ ] 8.1.1 Assisting in assembling equipment necessary for operation of the public information effort.

[ ] 8.1.2 Monitoring and recording radio and television network newscasts, particularly the EAS stations associated with CNS. Inform Public Affairs Director (PAD) of any misinformation being generated by or through the media.

[ ] 8.1.3 Monitoring media, industry, and nuclear activist groups for information related to the event.

[ ] 8.1.4 Remaining available to PAD for media monitoring assignments relative to emergency response by the District.

9. DESIGNATED SPOKESPERSON

[ ] 9.1 The designated Spokesperson is responsible for:

[ ] 9.1.1 Representing NPPD during news conferences and present prepared statements to the media.

[ ] 9.1.2 Acting as the primary NPPD Media contact.

10. PUBLIC INFORMATION OFFICER

[ ] 10.1 The Public Information Officer (PIO) is responsible for:

[ ] 10.1.1 Making arrangements for two laptops and one printer to be brought to the JIC facility.

[ ] 10.1.2 Coordinating activities with Public Information Officers from other agencies (state and federal).

[ ] 10.1.3 Preparing written information releases for the news media and the public as needed.

[ ] 10.1.4 Forwarding the written information releases to Employee Information.

[ ] 10.1.5 Assisting with the rumor control function in the JIC.

[ ] 10.1.6 Assisting with response to public inquiries, if necessary.

[ ] 10.1.7 Responding to public inquiry calls directed to NPPD at the JIC in cooperation with State and Federal personnel.

[ ] 10.1.8 Provide support to the District's designated Spokesperson.

11. RUMOR CONTROL ACTIVITIES

[ ] 11.1 Rumor control personnel shall relay rumors or misinformation and trends in information to the Public Affairs Director (PAD).

[ ] 11.1.1 PAD will ensure rumors and mis-information are addressed in a timely manner in either a news conference or a telephone call.

[ ] 11.1.2 As appropriate, rumors or mis-information regarding state or county activities will referred to the state or county Public Information Officer located in the JIC.

12. PREPARATION AND APPROVAL OF WRITTEN INFORMATION (PRESS) RELEASES

[ ] **NOTE** - Reference Attachments 3 through 6 for examples of templates for press releases.

[ ] 12.1 At a minimum, written information releases should be prepared following activation of the JIC and cancellation of the emergency (i.e., resumption of normal plant operations); however, written information releases should be prepared as events related to the emergency dictate to ensure the news media and the public are kept informed, and to preclude the dissemination of misinformation. Such information releases should also be prepared when a change in emergency classification occurs.

[ ] 12.2 The Public Information Officer will prepare written information releases for the news media and the public as needed.

[ ] 12.3 The Technical Briefer will ensure the information release is accurate with regard to following:

[ ] 12.3.1 The type, severity, and extent of the emergency at CNS.

[ ] 12.3.2 The plant's current status (i.e., stable, improving, or deteriorating).

[ ] 12.3.3 Any changes in the emergency classification.

[ ] 12.3.4 A description of the latest developments regarding the emergency situation.

[ ] 12.3.5 The prognosis for, or magnitude of, any radiological releases from the plant and the associated meteorological conditions.

[ ] 12.3.6 A description of those actions taken or currently being undertaken to mitigate the emergency and place the plant in a safe, stable condition.

[ ] 12.3.7 Forward the information release to the Public Affairs Director (PAD).

[ ] 12.4 The PAD will review the written information release to ensure following items are included:

[ ] 12.4.1 Time of events and declaration.

[ ] 12.4.2 Points of contact and/or telephone numbers for news media.

[ ] 12.5 The PAD will ensure the written information release is sent to the Emergency Director for approval.

[ ] 12.5.1 The PAD will generate the information release for final processing after receiving the Emergency Directors approval.

[ ] 12.6 DISTRIBUTION OF WRITTEN INFORMATION RELEASES

[ ] 12.6.1 The PAD's Secretary will distribute copies of the written information releases to following:

[ ] 12.6.1.1 Facility Manager for inclusion on the media materials desk.

[ ] 12.6.1.2 Federal and State Public Information Officers in the JIC.

[ ] 12.6.1.3 Fax copies to the Governmental Affairs Office, NRC Region IV Public Affairs, NRC Operations Center, and media designated by the Public Affairs Director (e.g., Omaha World Herald, Lincoln Journal Star, Associated Press, etc.). Fax numbers are located in the Emergency Telephone Directory.

13. NEWS CONFERENCES

[ ] 13.1 News conferences should be conducted as events related to the emergency dictate; however, it is recommended, at a minimum, news conferences be conducted at least once each day, until such time that the plant has been placed in a safe and stable condition.

[ ] 13.2 The Public Affairs Director (PAD) should schedule news conferences held in the JIC and announce the time to the media representatives, if possible.

[ ] 13.3 The Facility Manager will post a notice for the scheduled news conference near the briefing area.

[ ] 13.4 Prior to the news conference the designated Spokesperson, PAD, Public Information Officer, Technical Briefer(s), and the appropriate State and Federal personnel shall meet to discuss the content and organization of the news conference.

[ ] 13.5 The PAD should serve as the moderator for all news conferences.

[ ] 13.6 The designated Spokesperson will present prepared statements to the media during news conferences.

[ ] 13.7 The Technical Briefer should respond to technical questions that were asked by the media during news conferences and organize the appropriate responses for use in development of the upcoming news release, if necessary.

14. EMPLOYEE INFORMATION ACTIVITIES

[ ] 14.1 Contact NPPD Regional System Control (Norfolk and Kearney), Transmission Control Center (Doniphan), Gerald Gentleman Station, and Sheldon Station and:

[ ] 14.1.1 Inform the area Managers and NPPD employees of the emergency status at CNS. Updates need to be sent out as appropriate. This can be done via e-mail to ALL NPPD Employee List.

[ ] 14.2 Contact the Customer Care Call Center in Norfolk and have them update the Customer Care Manager or designee of the emergency status at CNS.

[ ] 14.3 Notify PAD immediately upon completion of these tasks.

[ ] 14.4 Update the area Managers, as appropriate.

[ ] 14.5 Respond to telephone requests for information, as necessary.

15. RECOVERY

[ ] 15.1 The Emergency Director at CNS evaluates the effectiveness of corrective actions taken at the Station and determines if the emergency is under control as discussed in Section 9 of the NPPD Emergency Plan for CNS. When the emergency is determined to be under control and at the direction of the Emergency Director, a Recovery Panel is activated. The Panel may consist of following personnel:

[ ] 15.1.1 Emergency Director.

[ ] 15.1.2 Emergency Operations Facility Director (EOF).

[ ] 15.1.3 Technical Support Center Director (TSC).

[ ] 15.1.4 Public Affairs Director (JIC).

[ ] 15.1.5 Radiological Control Manager (EOF).

[ ] 15.2 Accuracy in releasing information regarding an emergency at CNS is extremely important. Always coordinate and verify information before a statement is made to the media or the public.

[ ] 15.3 All actions necessary during recovery operations cannot be anticipated. Most actions necessary during recovery from an accident at CNS will be dependent upon the conditions of the event. Personnel need to be alert, anticipate and identify problem situations, and communicate effectively.

[ ] 15.4 When the Recovery Panel is activated by the Emergency Director at CNS, JIC activities will be as follows:

[ ] 15.4.1 The Public Affairs Director will represent the JIC on the Recovery Panel by conference call.

[ ] 15.4.2 Notifying JIC personnel of Recovery Panel activation.

[ ] 15.4.3 Providing input to the Recovery Panel, as appropriate.

[ ] 15.4.4 Providing Governmental Affairs office with current emergency information.

[ ] 15.5 When Recovery Panel activities are terminated, JIC activities will be as follows:

[ ] 15.5.1 The Public Affairs Director will:

[ ] 15.5.1.1 Brief JIC personnel of any Recovery Panel decisions and information, as appropriate.

[ ] 15.5.1.2 Ensure the Facility Manager is informed of the CNS emergency status and expected time frame for future actions.

[ ] 15.5.1.3 Instruct JIC personnel to continue with facility activities.

[ ] 15.6 When the decision has been made to initiate the Recovery Organization, JIC activities will be as follows:

[ ] 15.6.1 The Public Affairs Director:

[ ] 15.6.1.1 Notify JIC personnel of the decision to activate the Recovery Organization.

[ ] 15.6.1.2 Contact the Vice President - Nuclear to discuss the expected time frame for maintaining JIC activities.

[ ] 15.6.1.3 Deactivate the JIC, as necessary.

[ ] 15.6.1.4 Provide Governmental Affairs office with emergency and recovery operation information.

[ ] 15.7 Overall activities of the JIC after activation of the Recovery Organization are as follows:

[ ] 15.7.1 Support the CEO and his interface with District Board members as well as other governmental officials.

[ ] 15.7.2 Ensure all NPPD information provided to state and federal organizations and media sources is current and correct.

[ ] 15.7.3 Ensure all NPPD information is relayed to the public in a timely manner and without distortion.

[ ] 15.7.4 Ensure sources of misinformation are located and erroneous information is corrected.

16. DEACTIVATION OF THE JIC

[ ] 16.1 The Facility Manager shall supervise the deactivation of the JIC.

[ ] 16.2 All personnel shall restore their work stations to the pre-emergency configurations.

[ ] 16.3 All personnel shall surrender their logs and other records to the Facility Manager.

[ ] 16.4 The Facility Manager shall forward all logs and other records to the Emergency Preparedness Office at CNS.

17. RECORDS

[ ] 17.1 This procedure does not generate any quality records.

The person carrying the pager is responsible for the following:

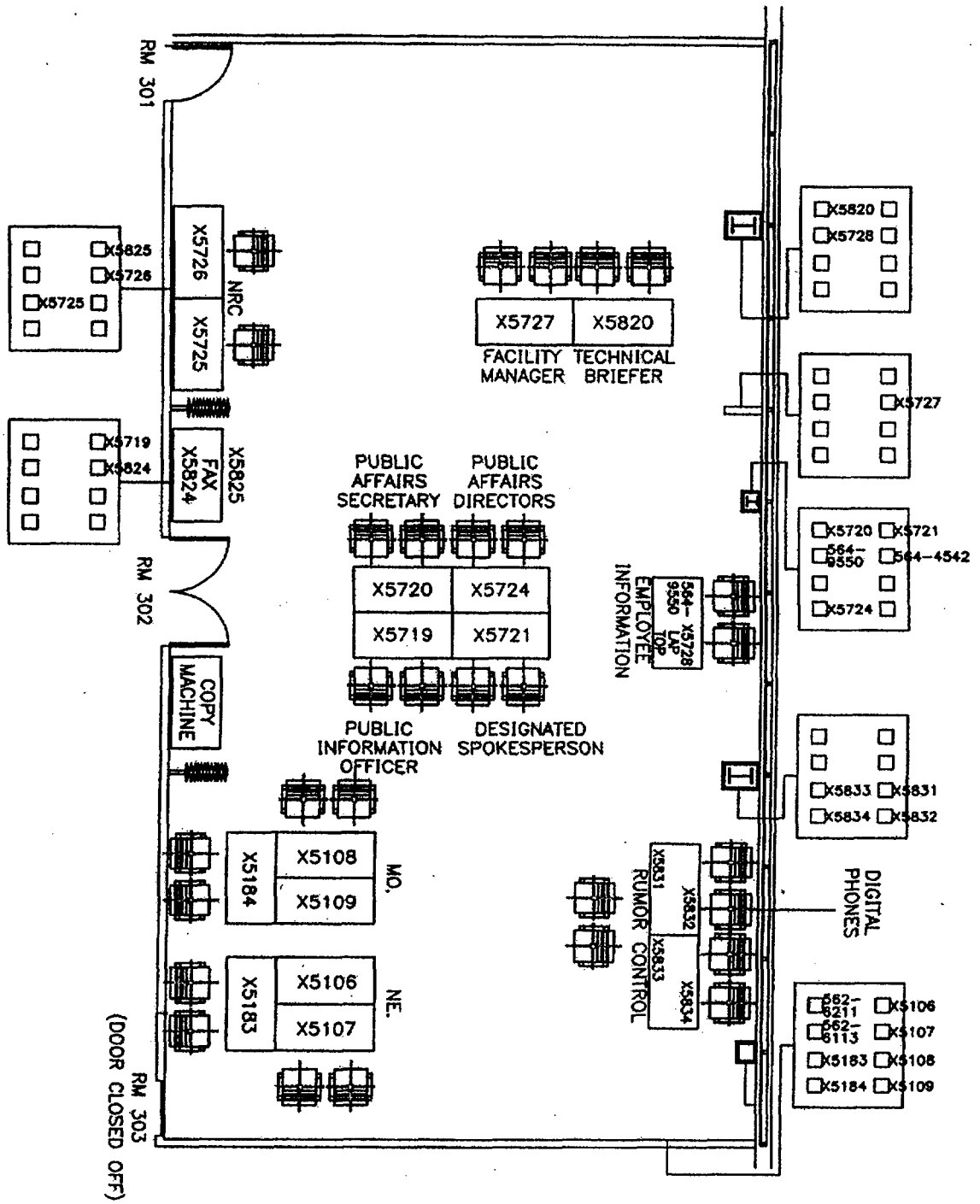
1. Keep the pager "ON" at all times when scheduled to carry the pager.

2. Familiarity with the operation of the digital display pager, how it operates, what the codes mean, how to reset the pager, etc. If you have questions about the pager use or need an additional copy of the pager operating instructions, contact the CNS Emergency Preparedness Department.

NOTE - The following codes are for your information and are used for CNS response (e.g., you would not respond to CNS or the Alternate EOF).

3. When the pager is activated for an emergency (as indicated by the display on the pager), report to the JIC, if requested. The following codes will be displayed on the pager.

PAGER CODES AND INFORMATION/ACTIONS SUMMARY	
CODE	**RESPONSE TO CODE**
100	NOUE: EP AND PADO RESPONSE ONLY
222	RESPOND TO CNS IF FIT FOR DUTY
333	ON-SITE PERSONNEL SEEK SHELTER; OFF-SITE PERSONNEL RESPOND TO THE ALTERNATE EOF IF FIT FOR DUTY
600	DRILL ERO CALL IN TEST
622	DRILL - RESPOND TO CNS IF FIT FOR DUTY
633	DRILL - ON-SITE PERSONNEL SEEK SHELTER; OFF-SITE PERSONNEL RESPOND TO THE ALTERNATE EOF IF FIT FOR DUTY


RM 301
X5825
X5726
X5725
X5726
X5725
NRC
X5719
X5824
X5825
FAX
X5824
RM 302
COPY MACHINE
X5727
X5820
FACILITY MANAGER
TECHNICAL BRIEFER
PUBLIC AFFAIRS SECRETARY
PUBLIC AFFAIRS DIRECTORS
X5720
X5724
X5719
X5721
PUBLIC INFORMATION OFFICER
DESIGNATED SPOKESPERSON
EMPLOYEE INFORMATION
564-9550
X5728
LAP TOP
X5820
X5728
X5727
X5720
X5721
564-9550
564-4542
X5724
X5833
X5831
X5834
X5832
X5108
X5184
X5109
MO.
X5106
X5183
X5107
NE.
RUMOR CONTROL
X5831
X5832
X5833
X5834
DIGITAL PHONES
562-6211
562-6113
X5106
X5107
X5183
X5108
X5184
X5109
RM 303
(DOOR CLOSED OFF)

Nebraska Public Power District
Always there when you need us

General Office - P.O. Box 499
Columbus, Nebraska 68602-0499
Joint Information Center
Fax: 402-563-xxxx

NPPD/CNS
NEWS RELEASE: NOUE
DATE --/--/--
Press Release # _____

AN "UNUSUAL EVENT" DECLARED AT COOPER NUCLEAR STATION

Cooper Nuclear Station, an electric power plant in southeast Nebraska, declared a Notification of Unusual Event today at _____ a.m. (or) p.m. (choose one).

A "Notification of Unusual Event" is defined as unusual events, minor in nature, which have occurred or are in progress, which indicate a potential degradation in the level of safety of the station.

A "Notification of Unusual Event" was declared because (taken from EAL in layman's terms) _____

_____

_____

A "Notification of Unusual Event" is the lowest and least serious of four emergency classifications established by the Nuclear Regulatory Commission for nuclear power plants. If placed on a scale of 1 to 4, with 1 being the least serious level of an emergency and 4 being the most serious level of an emergency, a "Notification of Unusual Event" would equal a 1.

The plant CONTINUES TO OPERATE (or) IS SHUT DOWN (choose one) at this time. There is no threat to the public. The plant's Emergency Plans are being followed and appropriate Local, County, State, and Federal agencies have been notified.

County or State officials will inform the public if any protective actions become necessary through the Emergency Alert System (EAS). EAS radio stations are listed in the Cooper Nuclear Station Emergency Planning Information Booklet, which has been distributed to area residents. EAS stations are KFAB, Omaha, 1110 on the AM dial; and, KFEQ, St. Joseph, Missouri, 680 on the AM dial.

Cooper Nuclear Station is located three miles southeast of Brownville, Nebraska, near the Missouri River. It is owned and operated by the Nebraska Public Power District, with headquarters in Columbus, Nebraska. More information will be provided as it becomes available.

Please contact 402-563-xxxx with questions.

Nebraska Public Power District
Always there when you need us

General Office - P.O. Box 499
Columbus, Nebraska 68602-0499
Joint Information Center
Fax: 402-563-xxxx

NPPD/CNS
NEWS RELEASE: ALERT
DATE --/--/--
Press Release # _____

AN "ALERT" IS DECLARED AT COOPER NUCLEAR STATION

Cooper Nuclear Station, an electric power plant in southeast Nebraska, has declared an "ALERT" today at _____ a.m. (or) p.m. (choose one).

An "ALERT" is defined as an event which has occurred, or is in progress, which has the potential to degrade, or has actually degraded the level of safety of the station.

An "ALERT" was declared because (taken from EAL in layman's terms) _____

_____

_____

If placed on a scale from 1 to 4, with 1 being the least serious level of an emergency and 4 being the most serious level of an emergency, an "ALERT" would equal a 2.

The plant CONTINUES TO OPERATE (or) IS SHUT DOWN (choose one) at this time. Personnel from Nebraska Public Power District HAVE STAFFED (or) ARE STAFFING (choose one) on-site Emergency Response Facilities and are addressing plant events.

County or state officials will inform the public if any protective actions become necessary through the Emergency Alert System (EAS). EAS radio stations are listed in the Cooper Nuclear Station Emergency Planning Information Booklet, which has been distributed to area residents. EAS stations are KFAB, Omaha, 1110 on the AM dial; and, KFEQ, St. Joseph, Missouri, 680 on the AM dial.

Cooper Nuclear Station is located three miles southeast of Brownville, Nebraska, near the Missouri River. It is owned and operated by the Nebraska Public Power District, with headquarters in Columbus, Nebraska. More information will be provided as it becomes available.

Please contact 402-563-xxxx with questions.

Nebraska Public Power District
Always there when you need us

General Office - P.O. Box 499
Columbus, Nebraska 68602-0499
Joint Information Center
Fax: 402-563-xxxx

NPPD/CNS
NEWS RELEASE: SITE AREA EMERGENCY
DATE --/--/--
Press Release # _____

"SITE AREA EMERGENCY" DECLARED AT COOPER NUCLEAR STATION

Cooper Nuclear Station, an electric power plant in southeast Nebraska, declared a "Site Area Emergency" today at _____ a.m. (or) p.m. (choose one).

A "Site Area Emergency" is defined as an event which has occurred, or is in progress, which involves failure of some plant safety functions.

A "Site Area Emergency" was declared because (taken from EAL in layman's terms) _____

_____

_____

If placed on a scale of 1 to 4, with 1 being the least serious level of an emergency and 4 being the most serious level of an emergency, a "Site Area Emergency" would equal a 3.

The plant's Emergency Response Plans are being followed, and appropriate Local, County, State, and Federal officials have been notified.

Persons within approximately 10 miles of the plant should tune to an Emergency Alert System (EAS) radio station. County or State officials will inform the public if any protective actions become necessary through the EAS. EAS stations are KFAB, Omaha, 1110 on the AM dial; and, KFEQ, St. Joseph, Missouri, 680 on the AM dial.

Cooper Nuclear Station is located three miles southeast of Brownville, Nebraska, near the Missouri River. It is owned and operated by the Nebraska Public Power District, with headquarters in Columbus, Nebraska. More information will be provided as it becomes available.

Please contact 402-563-xxxx with questions.

Nebraska Public Power District
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Fax: 402-563-xxxx

NPPD/CNS
NEWS RELEASE: GENERAL EMERGENCY
DATE --/--/--
Press Release # _____

"GENERAL EMERGENCY" DECLARED AT COOPER NUCLEAR STATION

Cooper Nuclear Station, an electric power plant in southeast Nebraska, declared a "General Emergency" today at _____ a.m. (or) p.m. (choose one).

A "General Emergency" is defined as events which have occurred or are in progress, which involve actual or imminent reactor core degradation with potential for the loss of the reactor containment integrity.

The "General Emergency" was declared because (taken from EAL in layman's terms) _____

_____

_____

A General Emergency is the most serious of four emergency classifications established by the Nuclear Regulatory Commission for nuclear power plants. If placed on a scale of 1 to 4, with 1 being the least serious level of an emergency and 4 being the most serious level of an emergency, a "General Emergency" would equal a 4.

Persons within approximately 10 miles of Cooper Nuclear Station should tune to an Emergency Alert System (EAS) radio station. County and State officials will use EAS announcements to inform the public of any recommended protective actions. EAS stations include KFAB, Omaha, 1110 AM on the dial; or, KFEQ, St. Joseph, Missouri, 680 on the AM dial.

Cooper Nuclear Station is located three miles southeast of Brownville, Nebraska, near the Missouri River. It is owned and operated by the Nebraska Public Power District. More information will be provided as it becomes available.

Please contact 402-563-xxxx with questions.

1. DISCUSSION

1.1 The CNS Control Room makes the initial notification to General Office Emergency Response personnel upon declaration of an emergency classification. The JIC should be placed on standby during an ALERT and will be manned and activated upon the declaration of a SITE AREA EMERGENCY or GENERAL EMERGENCY.

1.2 As discussed in the NPPD Emergency Plan for CNS, the JIC is a media briefing area. At this site, NPPD coordinates press briefings with State and Federal emergency response personnel. During an emergency response, the major function of the JIC is:

1.2.1 Coordinate the development and dissemination of information to the public through the news media.

1.2.2 Conduct media monitoring.

1.2.3 Maintain rumor control.

1.2.4 Provide NPPD employees with information concerning the emergency.

1.3 The JIC is located in the third floor Conference Rooms of the Columbus General Office Building. Attachment 2 shows the floor plan of the JIC.

1.3.1 At a minimum during emergency response activities, the JIC should be staffed with following personnel:

1.3.1.1 Public Affairs Director.

1.3.1.2 Technical Briefer.

1.3.1.3 Public Information Officer.

1.4 POSITION INSTRUCTION MANUALS (PIMs)

1.4.1 Positional Instruction Manuals (PIMs) contain positional checklists for the activation and operation of the JIC and are to be utilized by all JIC positions. PIMs are numbered and controlled by the Emergency Preparedness Department, labeled by ERO position, and are located in JIC Cabinet #1.

1.4.1.1 Public Affairs Director - PIM #1.

1.4.1.2 Public Affairs Director Secretary - PIM #2.

1.4.1.3 Designated Spokesperson - PIM #3.

1.4.1.4 Facility Manager - PIM #4.

1.4.1.5 Technical Briefer - PIM #5.

1.4.1.6 Media Monitor - PIM #6.

1.4.1.7 Public Information Officer - PIM #7.

1.4.1.8 Rumor Control - PIM #8.

1.4.1.9 Employee Information - PIM #9.

2. REFERENCE

2.1 Emergency Plan Implementing Procedure 5.7.1, Emergency Classification.

2.2 Emergency Plan Implementing Procedure 5.7.2, Shift Supervisor EPIP.

2.3 Emergency Plan Implementing Procedure 5.7.6, Notification.

CNS OPERATIONS MANUAL EPIP PROCEDURE 5.7COMMUN COMMUNICATIONS	USE: INFORMATION ⊛ EFFECTIVE: 3/31/04 APPROVAL: SORC/IQA OWNER: K. S. HAYNES DEPARTMENT: EP

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1. PURPOSE

This procedure provides descriptions of the communications systems installed at CNS and basic instructions for their operation.

2. PRECAUTIONS AND LIMITATIONS

[ ] 2.1 Use of cell phones is prohibited within 12" of unprotected sensitive instrumentation. Protection meaning shielded input wiring and/or shielding in the equipment covering.®

3. REQUIREMENTS

[ ] 3.1 MCC-L is energized.

[ ] 3.2 Lighting Panel LOPS-B is energized.

[ ] 3.3 NBPP is energized.

[ ] 3.4 EOF Panels CEOFA and CEOFB are energized.

[ ] 3.5 Procedure 2.2.4A, Communications System Component Checklist, complete to support system operation.

4. CNS NORTHERN TELECOM SL1-MS PBX

[ ] 4.1 A Northern Telecom SL1-MS PBX provides telephone service to the Control Room, TSC, OSC, EOF, and other site areas. This is the primary on-site communications system. Telephone numbers used during an emergency are contained in the Emergency Telephone Directory.

[ ] 4.2 If the PBX should lose AC power, it will automatically switch to backup battery power. These batteries will power the PBX for ~ 6 hours. All extensions will continue to operate in their normal fashion.

[ ] 4.3 In the event of a total loss of power to, or major failure of the PBX, the system is designed to connect several hard-wired extensions, designated as bypass telephones, directly to Central Office (C.O.) lines. When bypass telephones are connected to the Central Office, they function as C.O. lines (not like PBX telephones).

[ ] 4.3.1 Microwave will not be available.

[ ] 4.3.2 4 digit extensions (of the PBX) will not work.

[ ] 4.3.3 To make calls to Brownville and the local area (INCLUDING the other bypass telephones), you must dial the 7 digit number.

[ ] 4.3.4 To make other (Long Distance) calls, dial 1 + 10 digit number.

C.O. Line Number	Bypass Phone Location	Normal Extension
825-3811	Access Control	N/A-Normally inactive
825-3821	SAS	5276
825-3831	CAS	5374
825-3841	Switchboard	N/A-Normally inactive
825-3851	Admin 1st Floor	N/A-Normally inactive
825-3861	Control Room	5614
825-3871	Plant Manager's Office	N/A-Normally inactive

[ ] 4.4 In the event even the bypass telephones are inoperative, other means of communication shall be attempted. It may become necessary to relay messages via radio, NAWAS, or microwave.

[ ] 4.5 By dialing the digits 9 + 1 on selected PBX stations (or 1 + 6 and an assigned PIN code on other extensions), the user is connected into the commercial telephone network.

[ ] 4.6 The telephone numbers of Emergency Response Facilities and personnel are contained in the Emergency Telephone Directory.

5. MICROWAVE TELEPHONE NETWORK

[ ] 5.1 The NPPD Private Switching Network (Microwave) is accessed by dialing the digit 6 on any CNS PBX extension. When the dial tone is heard, the desired telephone number may be dialed.

6. LOCAL TELEPHONES (CENTRAL OFFICE [C.O.] LINES - ALLTEL COMMUNICATIONS)

[ ] 6.1 These are telephones connected directly to the ALLTEL Communications Brownville Central Office. These lines do not connect to, or process through, the CNS PBX. C.O. telephones are located in the Control Room, TSC, and EOF. These phones are plainly labeled with an 825 and the 4 digit individual extension number.

[ ] 6.2 To make calls to Brownville and the local area, dial the 7 digit number.

[ ] 6.3 To make other (Long Distance) calls, dial 1 + 10 digit number.

[ ] 6.3.1 One C.O. line is located in the Control Room.

[ ] 6.3.2 One C.O. line is located in the TSC.

[ ] 6.3.3 Two C.O. lines are located in the EOF Dose Assessment Area.

7. SITE CELL PHONE OPERATION

[ ] 7.1 To turn phone ON, press and hold NO/ON/OFF key until phone beeps. Display will change several times and eventually indicate READY. When READY and System Indicator (at lower left portion of this display) are ON, phone is ready to place and receive calls.

[ ] 7.2 To place a call:

[ ] 7.2.1 Verify phone is ON.

[ ] 7.2.2 Verify that System Indicator at bottom left of display is displayed. If no indicator is displayed, cell phone is out of range.

[ ] 7.2.3 Enter telephone number. If an incorrect entry is made, press CLR to erase entered number (a single digit will be erased for every time CLR key is pressed).

[ ] 7.2.4 Press YES after number on display is correct. The call will be placed and display will change to In Use.

[ ] 7.3 To end a call, press NO/ON/OFF key.

[ ] 7.4 To answer a call, press YES key.

[ ] 7.5 To change speaker volume during a call, press Menu/Down Arrow, press 2 key, then press RCL/Up Arrow or MENU/Down Arrow to adjust volume. Press NO/ON/OFF key twice to return to normal display (if NO/ON/OFF key is not pressed, phone will revert back to original volume and normal display).

[ ] 7.6 To redial last number called, press RCL/Up arrow twice. Last number called will be displayed. Press YES to redial displayed number.

8. GAITRONICS INTERCOM SYSTEM

[ ] 8.1 The Gaitronics system is a public address (P.A.) or Intercom system, installed in most areas of the plant. Some areas of the plant have five-channel stations and others have only single channel stations. Operation is the same.

[ ] 8.2 PAGING and USE

[ ] 8.2.1 Depress and hold the paging button while making an announcement (Page).

[ ] 8.2.1.1 Paging buttons are located on either the wall-mounted station, on the handset, or on the deskset, depending on the style of unit.

[ ] 8.2.1.2 When paging a person, it is *recommended* that you page them to LINE 1. This is because not all stations are five channel.

[ ] 8.2.1.3 Paging may be done while conversations are in progress without disruption.

[ ] 8.2.2 Release the paging button to carry on a party line conversation.

[ ] 8.2.3 Use common courtesy and do not attempt to talk while someone else is talking. If both parties have five channel stations, coordinate use of a free channel.

9. EMERGENCY SIGNALS (Alarms)

[ ] 9.1 Emergency signals are generated onto the Gaitronics Intercom system only from the Control Room (BOP Operator's desk).

[ ] 9.1.1 If the Simulator is cross-tied into the plant Gaitronics system (for a drill), the emergency signals from the Simulator may also be generated onto the system.

[ ] 9.1.2 Emergency signals are selected simply by pressing the appropriate button on the tone generator.

[ ] 9.1.2.1 Fire alarm (– – – – –) - A distinct pulse tone.

[ ] 9.1.2.2 Emergency alarm (———) - A distinct steady tone.

[ ] 9.1.2.3 All clear (~~~) - An up and down tone.

[ ] 9.1.3 Strobe lights are installed in some high-noise areas to augment the audible alarms. These strobes are automatically activated when an emergency signal is generated onto the Gaitronics system. Personnel have been trained to respond to a flashing strobe by moving to an area where the announcement (which follows the sounding of the emergency alarms) can be clearly heard.

10. SOUND POWER SYSTEM

[ ] 10.1 The Sound-Power system is a communications system which requires no external power. Transmission of audio is performed solely by virtue of both sender and receiver being connected to the same circuit (via installed stations and patch panels) using specialized headset/handset microphone combinations.

[ ] 10.2 Patch panels are located in the Main Control Room and in the Radwaste Control Room.

[ ] 10.3 Single system (A or B) use:

[ ] 10.3.1 Select the sound power jacks to be used and plug in headsets or handsets.

[ ] 10.3.2 Position the selector switch for each jack to the same channel, 1 through 6. Those headsets or handsets are on a single party line type hookup.

[ ] 10.3.3 Other headsets or handsets may be plugged into System A or B and set to any of the other not in use channels. Up to six separate party line conversations can be in progress at one time.

[ ] 10.4 Interconnecting Systems A and B:

[ ] 10.4.1 Place the right-hand selector switch in each System A and B panels to the same number, 1 through 6, and all the jacks in each system on that selected number are on a party line.

[ ] 10.4.2 Repeat the above using the left-hand selector switch. Systems A and B can have two interconnections at one time.

[ ] 10.5 Control Room sound power monitor:

[ ] 10.5.1 Select the in-plant sound power to be utilized to Channel 1.

[ ] 10.5.2 With both handsets in their cradles, the monitor will receive all communications from all in-plant sound powers on Channel 1.

[ ] 10.5.3 When either handset is lifted, the speaker is disabled and the handset operates as all other sound power handsets.

11. CNS SITE UHF RADIOS

[ ] 11.1 CNS has two UHF repeaters designated Base 1 and Base 2.

[ ] **NOTE 1** - Base 1 is the primary frequency used by CNS Security.

[ ] **NOTE 2** - Base 2 is the primary frequency used by CNS Fire Brigade.

[ ] 11.1.1 Base 1 is physically located in the ERP shack.

[ ] 11.1.2 Base 2 is physically located in the MET tower shack.

[ ] 11.1.3 Each base is equipped with battery backup power.

[ ] 11.2 These base stations operate on different frequencies; however, all remote control points, and portable and mobile units are equipped to use either system.

[ ] **NOTE** - If one of the base station repeaters should fail, personnel will be instructed to switch to the functional system.

[ ] 11.3 Operation from remote control points (consoles):

[ ] 11.3.1 Remote control points (consoles) are located in the Control Room, CAS, SAS, Security, EOF, AEOF, OSC, and TSC.

[ ] 11.3.2 Turn power switch to "ON".

[ ] 11.3.3 Select desired base. F1 for Base 1 or F2 for Base 2.

[ ] 11.3.4 Press the "Transmit" button on the microphone and speak into the microphone. Release to receive.

[ ] 11.3.5 Adjust volume, as required.

[ ] 11.4 OPERATION OF PORTABLE AND MOBILE UNITS

[ ] 11.4.1 All portable and mobile units are capable of communication either through the base repeaters or direct.

[ ] 11.4.1.1 Communication through the base repeaters takes advantage of the high output power and antenna height of the base repeaters.

[ ] 11.4.1.2 Communication direct (on the output frequencies of the base repeaters) allows continued, short-range communication, even if the base repeater(s) is (are) lost.

[ ] 11.4.2 Turn the portable or mobile unit "ON".

[ ] 11.4.3 Select the desired mode of communication:

[ ] 11.4.3.1 Channel 1 to transmit <u>through Base 1</u> repeater.

[ ] 11.4.3.2 Channel 2 to transmit <u>direct</u> (on the output frequency of Base 1). Remote Control Points (Consoles) will NOT receive this transmission.

[ ] 11.4.3.3 Channel 3 to transmit <u>through Base 2</u> repeater.

[ ] 11.4.3.4 Channel 4 to transmit <u>direct</u> (on the output frequency of Base 2). Remote Control Points (Consoles) will NOT receive this transmission.

[ ] 11.4.3.5 Channel 5 is the NPPD State-Wide Hazardous Materials Frequency.

[ ] 11.4.4 Press the "Transmit" or "Push-To-Talk" (PTT) button on the unit and speak into the microphone. Release to receive.

12. CROSS-BAND RADIO COMMUNICATIONS WITH NEMAHA COUNTY SHERIFF'S OFFICE

[ ] 12.1 A cross-band, two-way radio communications system exists between CNS and the Nemaha County Sheriff's Office. Cross-band means the Sheriff's Office has monitor receivers on CNS frequencies (Base 1 and Base 2) and CNS has a monitor receiver on the Sheriff's frequency.

[ ] 12.2 The Nemaha County Sheriff's Office is also equipped with the emergency medical frequencies. If this type of communication is necessary, establish voice contact with the Nemaha County Sheriff's Office as described below, then request the Sheriff's Office to relay messages between you and the emergency vehicle.

[ ] 12.3 The monitor speakers at the Nemaha County Sheriff's Office are normally muted until they receive a coded signal from CNS.

[ ] 12.4 The CNS monitor receiver is normally turned off.

[ ] 12.4.1 Turn on the CNS monitor for the Sheriff's frequency and adjust the volume.

[ ] 12.4.2 Select which base station you wish to utilize. F1 for Base 1, F2 for Base 2.

[ ] 12.4.3 Send the codes to unmute the Sheriff's monitor speakers by:

[ ] 12.4.3.1 Depress Code Buttons **1** and **2,** in that order, on the paging encoder. The code selected will appear on the LED readout on the encoder.

[ ] 12.4.3.2 Depress and release the **P** button on the encoder. The coded signal will be transmitted.

[ ] 12.4.3.3 When the red light on the remote control console goes out, the Sheriff's monitor (on CNS frequency) should be unmuted.

[ ] 12.4.4 Call the Nemaha County Dispatcher using normal radio protocol.

[ ] 12.4.5 Radio communications between the Nemaha County Sheriff's Office and CNS via cross-band) has been established and will remain available until either party turns off or mutes their monitor.

13. RADIO PAGING SYSTEM OPERATION

[ ] **NOTE** 1 - CNS leases digital pagers and radio paging services from a telecommunications company. Pagers are issued to various Management and Emergency Response personnel at CNS and other NPPD locations. Pagers can be activated from any touch-tone phone, on-site or off-site. Any call-back number may be displayed on the pager.

[ ] **NOTE** 2 - The CNS EP Department issues and maintains the list of pager carriers. Information and detailed instructions for use of pagers is provided to the pager carrier upon issue and copies are available in the EP Office area.

[ ] 13.1 Replace the battery in the pager with a "AA" battery anytime it displays "LOW CELL". Batteries can be obtained at the CNS switchboard. The time displayed on the pager will have to be reset upon each change out of a pager battery.

[ ] 13.2 To send an individual page:

[ ] 13.2.1 Call the telephone number associated with the individual pager.

[ ] 13.2.1.1 A list of telephone numbers for individual pagers can be found in the TSC or EOF.

[ ] 13.2.2 A computer voice will ask you to enter your numeric message after the tone. If necessary, leave a 3 digit scenario code along with the call-back number.

[ ] 13.2.3 A table of 3 digit event codes can be found in EPIP 5.7.2.

[ ] 13.3 To send a group page:

[ ] 13.3.1 An All-Call group page is usually activated by the CNS Automated Notification System (ANS). However, there is a "backup" method which allows the pagers to be activated by any touch-tone telephone. This backup method is password-protected.

[ ] 13.3.2 Call the telephone number associated with the specific group of pagers.

[ ] 13.3.2.1 A list of telephone numbers for specific groups of pagers can be found in the "Pager" section of the Emergency Telephone Directory.

[ ] 13.3.3 A computer voice will ask you to enter your numeric message after the tone. If necessary, leave a 3 digit informational code along with the call-back number (in the place of the area code).

[ ] 13.3.3.1 A table of 3 digit scenario (informational) codes can be found in Procedure 5.7.2. Reference also the laminated, wallet sized, Pager Information Card for current informational codes used.

[ ] 13.4 Responding to a page:

[ ] 13.4.1 A pager will activate either audibly or by vibration, but only if it's turned on. It will also display the message "1 PAGE".

[ ] 13.4.2 Acknowledge the page and display the information.

[ ] 13.4.2.1 Normally, if an emergency has been declared, the display will be a 3 digit scenario (informational) code followed by a 7 digit telephone number.

[ ] a. Reference the laminated, wallet sized, Pager Information Card for current scenario (informational) codes used.

[ ] b. FOR EXAMPLE: if 222-825-5560 were displayed, 222 would be the informational code.

[ ] 13.4.2.2 The pager may also display a Group 1, Group 2, Group 3, or Group 4. A group display indicates that the pager has been activated simultaneously with other pagers assigned to that particular group. The group display is informational only and has no bearing on response.

[ ] **NOTE** - All telephone calls to CNS from any telephone exchange other than Brownville will require dialing Area Code: "402"

[ ] 13.4.3 Call the telephone number displayed on the pager after the 3 digit code. Normally, if an emergency has been declared, the call-back number will be to the CNS Automated Notification System (ANS).

[ ] 13.4.4 If no telephone number appears, contact the CNS Control Room by dialing (402) 825-5271.

14. DISTRICT STATE-WIDE RADIO SYSTEM

[ ] 14.1 CNS has a base station which operates on the District's state-wide radio system frequencies, capable of communicating with other base stations, mobiles, or portable units on the state-wide system.

[ ] 14.2 This station is controlled from remote control consoles located at the EOF, AEOF, OSC, and Control Room.

[ ] **NOTE** - F2 is primary frequency used in the CNS area.

[ ] 14.3 Operation is identical to that of the UHF radio consoles.

15. NATIONAL WARNING SYSTEM (NAWAS) OPERATION

[ ] **NOTE** - Under no circumstances is NAWAS telephone to be turned down below an audible level.

[ ] 15.1 Refer to NAWAS SOP in yellow binder located near NAWAS telephone in Control Room.

16. FEDERAL TELECOMMUNICATIONS SYSTEM (FTS 2001)

[ ] 16.1 The FTS 2001 System is a standard commercial telephone service and requires no complicated operating instructions. However, is independent of all other telephone service and is installed and operated by the NRC. It provides a separate government communications network for all essential communication functions. This avoids the problem of heavy traffic loads that in emergencies may exceed local telephone company switching capabilities. Some of the FTS 2001 emergency communications functions are:

[ ] 16.1.1 EMERGENCY NOTIFICATION SYSTEM (ENS)

[ ] 16.1.1.1 The primary number connects CNS to the NRC Operations Center. Designated numbers are listed on the ENS telephones located in the Control Room, TSC, and EOF.

[ ] 16.1.2 HEALTH PHYSICS NETWORK (HPN)

[ ] 16.1.2.1 The primary number, connects CNS to the NRC Operations Center. Designated numbers are listed on the HPN telephones located in the TSC and EOF.

[ ] 16.1.3 EMERGENCY RESPONSE DATA SYSTEM (ERDS)

[ ] 16.1.3.1 This is a designated line and auto-dial modem over which the raw reactor parametric data is transmitted from CNS to the NRC.

[ ] 16.1.3.2 ERDS is activated in the Control Room using the PMIS START/STOP Menu.

[ ] 16.1.4 Other FTS-2001 circuits which may be established between the NRC Site Team representatives and the NRC Base Team:

[ ] 16.1.4.1 Reactor Safety Counterpart Link.

[ ] 16.1.4.2 Protective Measures Counterpart Link.

[ ] 16.1.4.3 Management Counterpart Link.

[ ] 16.1.4.4 NRC Local Area Network Access.

17. CNS STATE NOTIFICATION TELEPHONE

[ ] 17.1 If a declared emergency takes place at CNS, emergency notifications are made to the State of Nebraska, State of Missouri, Atchison County, Missouri, and Nemaha County, Nebraska, using the CNS State Notification Telephone.

[ ] 17.2 CNS State Notification Telephones are located in the Control Room, TSC, and EOF.

[ ] 17.3 The CNS State Notification Telephones are programmed to provide automatic conference-calling. When the handset to this telephone is picked up and the "Group Call" button is pushed, dedicated telephones will be dialed and ring at Nebraska State Patrol, Missouri State Patrol, Atchison County Sheriff's Department, and Nemaha County Sheriff's Department. The utilization of law enforcement agencies as initial points of contact provides for 24 hour coverage.

[ ] 17.3.1 The dedicated lines listed also have extension lines which ring at the following facilities respectively: Nebraska State Civil Defense EOC, Missouri State Emergency Management EOC, Atchison County EOC, and Nemaha County EOC.

[ ] 17.3.2 Once the EOCs become operational, notifications may be made to the EOCs with concurrence between the respective EOC and law enforcement agency.

18. CNS AUTOMATED NOTIFICATION SYSTEM (CNS ANS)

[ ] 18.1 The CNS Automated Notification System (CNS ANS), located in the EOF, is a PC loaded with software provided by Dialogics Communications Inc. The system has access to multiple inbound and outbound telephone lines. The system is interactive with the user, similar to the "Voice Mail" system used at CNS. There is a system printer attached and it also has FAX and Modem capabilities. A variety of reports can be generated at the system control console. Reports can be printed to any location having a FAX machine.

[ ] 18.1.1 The system has been programmed by the Emergency Preparedness Staff with several pre-defined scenarios which cover the spectrum of Emergency Classifications and the associated ERO response desired. Following declaration of Alert or higher the CNS ANS will activate all ERO pagers issued from CNS.

[ ] 18.1.2 Simultaneously, the system will start to place outbound telephone calls to non-pager carriers, while accepting inbound calls from pager carriers calling back in response to the global page. The CNS ANS will provide the responder with information concerning the emergency event and expected response. The system will also request specific information from the responder and ask yes or no questions. For the system to be able to interact with responders, the responder must have a touch-tone telephone. Some telephones are "pulse-tone switchable". They have a pulse/tone switch allowing their operating mode to be selected, depending upon the type of telephone service provided by the local telephone company. The switch in this type of phone must be in the tone position when interfacing with the CNS ANS.

[ ] 18.1.3 The system has been programmed to prompt the System Operator to record a "Current Scenario Message". A "Current Scenario Message" should contain information such as the applicable EAL, information the responder needs to know regarding his safety prior to arriving at CNS, or specific information relevant to the emergency. In most cases, it is at the discretion of the Emergency Director to determine if such a message is necessary.

[ ] 18.1.4 The system may be programmed to print reports at the Emergency Response Facilities. These reports identify the personnel responding to the plant to fill identified positions, and their approximate times of arrival. These reports will be used by ERO Facility Management to ensure staffing requirements are met.

[ ] 18.2 Responding to the CNS ANS by telephone:

[ ] 18.2.1 When the CNS ANS calls out to personnel at home, the call flow is virtually identical to when personnel call in to it. The CNS ANS will not ask to speak to a specific individual. It will identify itself, prompt for the entry of a security badge number, and wait several seconds for the information to be entered. If no information is entered, it will prompt again and wait. If after three attempts no information is entered, the system will hang up and call other personnel.

[ ] 18.2.2 When calling in to the CNS ANS, please be aware that the CNS ANS has access to a limited number of inbound lines and there are hundreds of pagers issued at CNS. It will take several minutes for the system to process all calls. Be patient and if necessary, make more than one attempt to call back. If you keep getting a busy signal, wait a minute before calling again. For notification to be completely successful, you **MUST** make contact with the system. You may be placed on HOLD and hear music or speech telling you your call will be answered in the order it was received. Your call will ring through when a line is open.

[ ] 18.2.3 Follow the instructions provided by the CNS ANS. The CNS ANS will ask for your **4 digit** security badge number. Be sure to include any zeros (i.e., 0008, 0027, 0276, 2080, etc.). After you enter your badge number, press the # key.

[ ] 18.2.4 All information requested by the system is verified after entry. This is done by a repeat back of the information and then a request to enter a **9** for **YES** or **6** for **NO** as to the correctness of the information.

[ ] 18.2.5 Do not hang up until you hear the system say "Thank you, Goodbye". Only then will you know that you have provided all the necessary information.

19. ALTERNATE INTERCOM SYSTEM (Bone Phones)

[ ] 19.1 The Alternate Intercom System provides an alternate in-plant communications network utilizing the station's backup tone commander telephone PBX System. This system is located in the ERP shack and has battery backup.

[ ] 19.2 Terminal equipment (the phones themselves) are appropriately labeled.

[ ] 19.3 The location of Alternate Intercom Extensions and their numbers are:

LOCATIONS	ACCESS NUMBER
Control Room	43
Alternate OSC	44
TSC (Operations)	41
TSC (Engineering)	35
OSC	42
Hot Chemistry Lab	47
EOF (Dose Assessment)	48
EOF (Information Authentication Center)	31
EOF (Operations Table)	24
JIC	22

20. GOVERNMENT EMERGENCY TELECOMMUNICATIONS SERVICE (GETS) INSTRUCTIONS

[ ] **NOTE** 1- GETS should be used during a National Security or emergency event that causes congestion or blockage of the public switched telephone network.

[ ] **NOTE** 2 - The Control Room GETS card is located in the Shift Manager's cubicle.

[ ] **NOTE** 3 - The EOF GETS card is located in the Emergency Preparedness Coordinator's Position Instruction Manual (PIM) binder.

[ ] 20.1 To place a call utilizing GETS:

[ ] 20.1.1 Dial 9-1-710-627-4387.

[ ] 20.1.2 Alternate number (9-1-888-288-4387).

[ ] 20.1.3 After the short dial tone, enter your PIN located on your GETS card.

[ ] **NOTE** - Do NOT dial a 9-1 before entering your destination number's Area Code and Telephone Number. This will cause failure in connecting to the destination number.

[ ] 20.1.4 When prompted, dial your destination number (Area Code + Telephone Number).

[ ] 20.2 GETS Assistance:

[ ] 20.2.1 Dial 9-1-800-818-GETS (4387) to obtain user assistance or report trouble at any time. This line is available 24 hours a day.

21. TROUBLE REPORTING

[ ] 21.1 If ENS telephone is found inoperable, notify Shift Manager (SM) immediately and NRC Operations (Main 301-816-5100/Backup 301-951-0550) within 1 hour, and write a Notification.

[ ] 21.2 If State Notification Telephone is found inoperable, notify SM and write a Notification. SM shall notify on-call Emergency Preparedness Coordinator.

[ ] 21.3 If Gaitronics or sound power problems are found, notify SM and write a Notification.

[ ] 21.4 If any other plant telephone system, FTS 2001 circuit, microwave, NAWAS, or Alternate Intercom problems, notify SM and write a Notification.

[ ] 21.5 If radio system is found inoperable, notify SM and write a Notification.

[ ] 21.6 If restoration is critical (in addition to steps above), contact Telecommunications Department directly during working hours. During non-working hours, notify Doniphan Energy Control Center who shall contact on-call Telecommunications Technician.

22. RECORDS

[ ] 22.1 No quality records are generated by this procedure.

COMMUNICATIONS SYSTEM	OSC	EOF	TSC	CR	JIC	AEOF	AOSC	COMMENTS
1. Telephone PBX	X	X	X	X	X	X	X	Off-site Dial "9 + 1" primary on-site/off-site communications
2. Station Intercom System "Gaitronics"	X	X	X	X			X	Other extensions available in various areas throughout the station
3. Sound Power System			X	X			X	Other outlets available in various areas throughout the station
4. Alternate Intercom System	X	X	X	X	X		X	Extensions available in other areas of the plant
5. Federal Telecommunications Systems (FTS 2001)		X	X	X				Dial telephone number listed on top of telephone
6. Microwave Telephone Network	X	X	X	X	X	X	X	District-wide
7. Local Telephones (C.O. Lines)		X	X	X	X	X		None
8. NAWAS				X				None
9. CNS State Notification Telephones		X	X	X				Hotline to states and counties
10. Site UHF Radio Consoles	X	X	X	X		X		None
11. Cross-Band Encoding				X				None
12. Radio Paging System	X	X	X	X	X	X	X	Leased service
13. District State-Wide Radio System	X	X		X		X		District-wide
14. CNS On-Site Cell Phone System	X	X	X	X			X	Functional and available at various plant locations
15. CNS Automated Notification System	X	X	X	X	X	X	X	Used for call-in of ERO personnel

1. DISCUSSION

1.1 FUNCTION

1.1.1 The Communications System at CNS provides station personnel with redundant, reliable communications capabilities for both on-site and off-site communications.

1.2 OPERATING CHARACTERISTICS

1.2.1 The telephone system (PBX) provides voice communication between virtually all buildings, offices, and operation facilities within the station. The telephone system also provides communications between the plant and off-site facilities via the telephone switchboard network. The system allows operating crews to alert plant personnel in emergencies. The telephone company provides the normal and leased line services. NPPD owns all on-site telephone communications (PBX, telephones, bypass telephones, alternate intercom, and cell-phones), with the exception of the FTS 2001 network (7 circuits belonging to NRC), and NAWAS.

1.2.2 In the event of a loss of AC power to the telephone system, backup batteries are provided. In accordance with the Emergency Plan for Cooper Nuclear Station, these batteries can sustain continued operation for ~ 6 hours.

1.2.3 The gaitronics system permits communication between the different parts of the plant and it also incorporates a public address system for plant wide announcements. The plant system receives normal power from NBPP and alternate power from CPP. A selector switch located near NBPP is used to select normal or alternate power. The Simulator system receives its power from the Power Distribution Center (PDC) located in the Training Center. The plant and Simulator system page and party lines are normally isolated from each other but can be connected during emergency drills, etc. There are two types of gaitronics stations throughout the plant. The first type is a single channel unit. The single channel has a paging channel and a single party line. The second type is a five channel unit. The five channel units have a paging channel and five party lines. Channel 1 and the paging channels are common to both types of units. The emergency signals override other uses of the gaitronics. There are three emergency signals: fire alarm (pulse tone), emergency alarm (steady tone), and an all clear alarm (up and down tone).

1.2.4 The sound power system provides for direct, self-powered communication paths between various plant locations for the purpose of facilitating equipment maintenance/operation.

1.2.5 The site 450 MHz (UHF) radio system uses two repeaters, Base 1 and Base 2. These repeaters operate on different frequencies. All remote control, portable, and mobile units are capable of selecting either repeater.

1.2.5.1 Security normally uses Base 1 exclusively with Operations monitoring in the Control Room. Fire Brigade normally uses Base 2. When Operations needs to communicate using a repeater system, Base 2 will normally be utilized.

1.2.5.2 Paging service is leased from a service provider. Each pager has an individual activation number, but may also be programmed into 'groups'. An "All-Call" group is normally used when notifying the ERO. Instructions on the various types of pagers are provided to the users upon issue.

1.2.5.3 Cross-band communication with local law enforcement can be accomplished on Base 1 or Base 2 by sending encoder tones. The Nemaha County Sheriff's Department has a monitor receiver for each CNS base. The Control Room and Security have monitor receivers on the Sheriff's radio frequency.

1.2.5.4 The CNS ambulance is equipped with a radio on the state emergency medical frequency, and can communicate directly with the Sheriff's Office and/or hospitals monitoring the state emergency medical frequency. The CNS ambulance can also communicate with the site on the 450 MHZ (UHF) radios.

1.2.6 The District's state-wide radio system allows for communication with other base stations and mobile or portable units on the state-wide system. This radio is controlled from remote control consoles located at the EOF, AEOF, TSC, Control Room, CNS 345 kV Substation Building, and the York Regional Dispatcher.

1.2.7 The NAWAS System provides communication with various state, national, and local early warning systems. Periodic tests are conducted on this system.

1.2.8 The Emergency Notification System (ENS) telephone is the primary means for the plant to report emergencies and other significant events to the NRC Headquarters. The Plant Manager, STE, SM, or Shift Communicator will establish this link by dialing the number(s) listed on the telephone. When NRC Operations Center is activated in response to a station emergency, ENS may become a dedicated open line to NRC for transmission of operational data. If an incident has little potential for impacting public health and safety, the NRC Duty Officer will only collect relevant information and then terminate the conversation.

1.2.9 CNS is required to assign an individual to maintain continuous communication with the NRC via ENS until the NRC decides that the event has been successfully terminated or additional communication is unnecessary. Each station of the ENS will be tested monthly as a preventive maintenance item.

1.2.10 The Health Physics Network (HPN) and Emergency Notification System (ENS) provides communications between NRC and CNS during an emergency. The HPN telephone is for use during plant emergencies and other significant events. The NRC will establish this link if necessary and will direct station personnel when to terminate the link. Each station of the HPN will be tested monthly as a preventive maintenance item.

1.2.11 The CNS State Notification Telephone System is the primary means for the plant to make emergency notifications to state and local authorities. This system provides direct communication with the Nebraska State Patrol, the Missouri State Patrol, the Atchison County Sheriff's Department, and the Nemaha County Sheriff's Department. The utilization of law enforcement agencies as an initial point of contact provides for 24 hour coverage. The dedicated lines listed also have extension lines which ring at the following facilities respectively: Nebraska State Civil Defense EOC, Missouri State Emergency Management EOC, Atchison County EOC, and Nemaha County EOC. Once the EOCs become operational, notifications may be made using the extension lines at the EOC with concurrence between the respective EOC and law enforcement agency.

1.2.12 The Alternate Intercom (bonephone) system provides an alternate telephone system for on-site communications utilizing the station tone commander microwave system. This system has a battery backup.

2. REFERENCES

2.1 UPDATED SAFETY ANALYSIS REPORT

2.1.1 Section X-16, Communications Systems.

2.2 DRAWINGS

2.2.1 B&R Drawing 3002, One Line Diagram.

2.2.2 B&R Drawing 3006, One Line Diagram.

2.2.3 B&R Drawing 3007, One Line Diagram.

2.2.4 B&R Drawing 3010, One Line Diagram.

2.2.5 B&R Drawing 3058, DC One Line Diagram.

2.2.6 B&R Drawing 3126, Sheet 2, ERP Tower Power.

2.2.7 B&R Drawings 3242 through 3247, Communication Systems Plan.

2.3 MISCELLANEOUS

2.3.1 ® ERFOM 98-009, Cell Phone, EMI/RFI Interface with Sensitive Electronic Equipment. Affects Step 2.1.