

INTEROFFICE MEMORANDUM

DATE: December 13, 2007

TO: Distribution

FROM: Document Control, Administrative Services, (964C) *K Kumbler*

**SUBJECT: PLANT PROCEDURES MANUAL - VOLUME 13
PACKAGE NO. 2007-1012**

REFERENCE:

The following Procedures have been REVISED/APPROVED and are to be inserted in your Controlled Copy Manual and the superseded revisions are to be removed and destroyed:

<u>Procedure</u>	<u>Rev</u>	<u>Title</u>
13.2.2	16	DETERMINING PROTECTIVE ACTION RECOMMENDATIONS
13.5.1	25	EVACUATION
13.5.7	04	INDUSTRIAL DEVELOPMENT AUTHORITY DUTIES
13.7.5	20	OFFSITE ASSEMBLY AREA OPERATION

This package contains EDITORIAL CHANGES; please replace the pages located in your manual with the attached pages

<u>Procedure</u>	<u>Rev</u>	<u>Pages</u>
13.11.7	34	28
13.11.10	21	1-7 WORD CONVERSION

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Signature of Manual Holder

87

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Attachments:

*AX45
NRR*

DISTRIBUTION - VOLUME 13

<u>Control Copy</u>	<u>Location</u>	<u>Mail Drop</u>
2	*Control Room (501) (IOM to CRS)	964C
6	**Simulator (PSF Rm. 235)	1500
25	CMS Library	964F
26	Region IV, NRC	----
28	Region IV, NRC	----
31	*TSC Emergency Response	964C
35	NRC Resident Inspector	988C
52	State of Washington, Military Department/Lomax	----
55	Chemical and Nuclear Preparedness and Planning Division (CNPPD)	----
57	Benton County Dept of Emergency Mgmt.	----
58	*J Fisher, CGS Security (SAS-CR) (13.1.1, 13.4.1, 13.5.1, 13.5.5, 13.10.8, 13.11.10, 13.13.4) (RA MEMO)	964C
59	*W Henry, CGS Security (CAS-GSB) (13.1.1, 13.4.1, 13.5.1, 13.5.5, 13.7.5, 13.10.8, 13.11.10, 13.13.4) (RA MEMO)	964C
60	CGS Security	988A
63	Bill Sawyer	PE30
64	*Radwaste Control Room (467)	964C
68	*Remote Shutdown Room (467) (13.1.1, 13.2.1, 13.2.2, 13.4.1, 13.5.1, 13.10.1, 13.10.9)	964C
75	Dept. of Health Radiation Protection	----
78	*Control Room - (501) STA's Desk	964C
+ + 83	*MUDAC	1020
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87	Document Control Desk, NRC	----
+ + 90	*Joint Information Center (Keys)	964C
+ + 94	*EOF Support	1050
+ + 97	*EOF Support	1050
114	David Holmes	PE30
127	Licensed Training (Rms. 225, 247 or 248)	1050
128	Licensed Training (Rms. 225, 247 or 248)	1050
129	Licensed Training (Rms. 225, 247 or 248)	1050
132	Licensed Training (Rms. 225, 247 or 248)	1050
+ + 134-136(3)	*MUDAC Field Team Kits (13.9.1, 13.9.5, 13.9.8, 13.13.4, 13.14.4)	1050
+ + 137	*MPF Field Team Kit (13.7.5, 13.9.1, 13.9.5, 13.9.8, 13.13.4, 13.14.4)	964C
142	Hanford EOC/SMT	----
160	*OSC Emergency Support	964C
164	Oregon State Dept. of Energy	----
214	*J Fisher, Security Control Center (PAAP) (13.4.1, 13.5.1, 13.10.8, 13.11.10, 13.13.4, 13.14.1) (RA MEMO)	964C
219	Licensed Training (Rms. 225, 247 or 248)	1050
220	Licensed Training (Rms. 225, 247 or 248)	1050
223	Franklin County Emergency Management	----
236	Site 1 (JT Kerr) (13.4.1, 13.5.1, 13.5.7, 13.13.4, 13.14.9)	817
+ + 238	*Alternate EOF (Keys)	964C
244	Ron Jorgensen	PE30
245	Paul Zierner	PE30
208	FFD & Security Training (13.4.1, 13.5.1, 13.5.5, 13.10.8, 13.11.3, 13.11.10, 13.11.18, 13.13.4)	964A

+ + Procedure Control does the filing at EOF/Downtown - Bring keys

* Level 1 File

** Level 2 Filed next day

DISTRIBUTION - VOLUME 13 - continued

<u>Control Copy</u>	<u>Location</u>	<u>Mail Drop</u>
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171	*OSC Manager (13.5.1, 13.5.5, 13.10.9, 13.13.1)	964C
172	*Craft Lead, Mechanical (13.10.9)	964C
173	*Craft Lead, Electrical (13.10.9)	964C
174	*Craft Lead, I & C (13.10.9)	964C
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<u>TSC</u>		
178	*TSC Manager (13.1.1, 13.1.1A, 13.2.1, 13.2.2, 13.4.1, 13.5.1, 13.10.2, 13.11.1, 13.13.2)	964C
179	*Technical Manager (13.1.1, 13.2.1, 13.2.2, 13.10.3, 13.13.2)	964C
180	*Radiation Protection Manager, (13.1.1, 13.1.1A, 13.2.1, 13.2.2, 13.5.1, 13.8.1, 13.10.4, 13.10.16, 13.11.7, 13.13.2)	964C
181	*Operations Manager (13.1.1, 13.1.1A, 13.10.5, 13.13.2)	964C
182	*Plant/NRC Liaison (13.10.6)	964C
183	*Plant Admin. Manager (13.4.1, 13.5.1, 13.5.5, 13.10.7, 13.13.2)	964C
184	*Maintenance Manager (13.10.9, 13.10.14, 13.13.2)	964C
185	*TSC Information Coordinator (13.11.18)	964C
210	*TSC Manager Secretary (13.4.1, 13.10.2)	964C
211	*TSC Chemistry/Effluent Manager (13.8.1, 13.10.4, 13.10.16)	964C
230	*TSC Admin Support (13.10.7, 13.13.4)	964C
<u>EOF</u>		
++186	*EOF Manager (Rm.146) (13.1.1, 13.2.1, 13.2.2, 13.4.1, 13.5.1, 13.11.1, 13.13.2, 13.13.3)	964C
++187	*Asst. EOF Manager (Rm.146) (13.1.1, 13.2.2, 13.4.1, 13.11.1, 13.11.2, 13.13.2)	964C
++188	Site Support Manager (Rm. 146) (13.4.1, 13.5.1, 13.11.3, 13.13.2)	964C
++190	*Radiological Emergency Manager (Rm.146) (13.2.1, 13.2.2, 13.5.1, 13.8.1, 13.11.7, 13.13.3)	964C
++194	*Engineering Manager (Rm.146) (13.11.12, 13.13.2)	964C
++195	*EOF PIO (Rm.146) (13.12.19)	964C
++209	*Security Manager (13.4.1, 13.5.1, 13.5.5, 13.10.8, 13.11.10)	964C
++212	*Dose Projection HP (Rm.146) (13.2.1, 13.8.1, 13.9.1, 13.11.7)	964C
++213	*EOF Manager Secretary (Rm.146) (13.4.1, 13.11.1, 13.11.2)	964C
++237	*EOF Field Team Dispatcher (Rm.146) (13.9.1, 13.9.5, 13.9.8)	964C
<u>JIC</u>		
++199-206(8)	*JIC Position Specific Manuals (13.12.19, 13.12.20, 13.12.21)	964C
++234	*ENOC Offsite Assembly Area (13.7.5) (Alternate EOF)	964C
++235	*Asst. JIC Manager (13.12.19, 13.12.20, 13.12.21) (Keys)	964C
++270	*JIC HP Spokesperson (13.12.19)	964C
N/A	Records Processing	964Y
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ENERGY-NORTHWEST
COLUMBIA GENERATING STATION
PLANT PROCEDURE MANUAL



13.2.2

Effective Date: 12/13/07

DIC # 1308.1

PCN# (If applicable) _____

QPR: Timothy J. Powell

4161

First MI Last Name

Ext. #

Sponsor: David B. Holmes

8687

First MI Last Name

Ext. #

All review and approval signatures are documented on the Procedure Revision Form

Procedure Revision Synopsis

Procedure is revised to delete reference to obsolete wall mounted job aids once installed in the TSC and EOF that were representative of Attachments 5.1, 5.2 and 5.3.

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1.0 PURPOSE

The purpose of this procedure is to provide instructions and guidance for the formulation of onsite protective action decisions and offsite Protective Action Recommendations (PARs) based on plant conditions or radiological releases. {R-1595}, {R-1596}

2.0 REFERENCES

- 2.1 Federal Emergency Management Agency, Area Requiring Corrective Action, ARCA S873 {2.15}
- 2.2 NRC Regulatory Issues Summary (RIS) 2003-12, Clarification of NRC Guidance for Modifying Protective Actions {2.16}
- 2.3 Columbia Generating Station Physical Security Plan {R1123}
- 2.4 10 CFR 73.55(a), Requirements for Physical Protection of Licensed Activities in Nuclear Power Reactors Against Radiological Sabotage {R1124}
- 2.5 10 CFR 47(b)(10) {R-1595}, {R-1596}
- 2.6 FSAR, Chapter 13.3, Emergency Plan Section 5
- 2.7 NUREG-0654/FEMA-REP-1, Rev. 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants, Supplement 3
- 2.8 10 CFR 20, Standards for Protection Against Radiation
- 2.9 State of Washington - Department of Health, "Response Procedures for Radiation Emergencies"
- 2.10 U. S. Environmental Protection Agency, "Manual of Protective Action Guides and Protective Actions for Nuclear Incidents", EPA 400, May 1992
- 2.11 PPM 13.1.1, Classifying The Emergency
- 2.12 PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
- 2.13 PPM 13.4.1, Emergency Notifications
- 2.14 PPM 13.5.1, Evacuation
- 2.15 PPM 13.8.1, Emergency Dose Projection System Operations
- 2.16 PPM 13.13.3, Intermediate Phase MUDAC Operations

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2.17 Classification Notification Form (CNF), 24075

3.0 DISCUSSION

- 3.1 The responsibility for determining and making offsite Protective Action Recommendations (PARs) resides with the individual who has responsibility for Emergency Direction and Control, the Emergency Director. The Emergency Director should obtain input from the Radiation Protection Manager (RPM) in the TSC for onsite radiological conditions and recommendations for onsite protective actions, and from the Radiological Emergency Manager (REM) in the EOF for offsite radiological conditions and recommendations for offsite protective actions. PARs are based on radiological conditions or plant conditions. Recommendations based on plant conditions may result in more conservative PARs.
- 3.2 PARs are conservatively based on plant, radiological, and meteorological conditions. Additional sectors should not be evacuated unless conditions make it necessary to do so. Expanding the evacuation zone when conditions do not require this action presents a greater hazard to evacuees than allowing them to remain sheltered in place. Needless evacuation also reduces the effectiveness of the offsite resources used to accommodate the evacuation.
- 3.3 Industrial Development complex personnel are evacuated at the Site Area Emergency classification per PPM 13.5.1. Part C Notifications implemented by the SCC and PA announcements made by either SAS or the Security Manager meets this requirement.
- 3.4 Implementation of protective actions for offsite areas within the 10 mile EPZ is the responsibility of Benton and Franklin Counties. There are precautionary offsite protective actions that are implemented automatically at Site Area Emergency and General Emergency classifications. These are specified under the Site Area Emergency and General Emergency boxes (Item #5) on the Classification Notification Form (CNF) (Form 24075). If there are PARs in addition to those that are automatic, they are addressed in Item # 6 for the General Emergency.
- 3.5 The protective actions outlined in this procedure are limited to actions for minimizing the exposure of the public within the 10 mile EPZ to external and internal radiation exposure from plume passage or inhalation of the radioactive plume. Other protective actions for minimizing public exposure via the ingestion pathway will be determined and implemented by Energy Northwest and Washington State in accordance with EPIP 13.8.1.
- 3.6 Plant and offsite officials should continue assessment actions based on additional plant information, dose projections, and field monitoring results. After performing the initial early evacuation actions near the plant, licensee and offsite officials should modify their protective action recommendations as necessary based on (1) field monitoring to locate areas with high levels of contamination (hot spots) and (2) dose projections which indicate that EPA protective action guide doses may be exceeded in areas beyond those that have been evacuated. On the basis of this information, plant and offsite officials may expand the evacuations to encompass other areas in the plume EPZ and, for the worst case accidents, protective actions may be required beyond the plume EPZ.

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- 3.7 Once a PAR is made for evacuation of a 10 mile EPZ section and action has been taken by an agency to implement that recommendation as a Protective Action Decision (PAD), do not replace the evacuation PAR with a sheltering PAR. {2.16}

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4.0 PROCEDURE

NOTE: Protective actions are not required at the Unusual Event or Alert emergency classification levels.

4.1 Protective Actions For Site Area Emergency Classifications

Refer to Attachment 5.1, Site Area Emergency Protective Action Checklist.

4.2 Initial PARs For General Emergency Classifications

4.2.1 Refer to Attachment 5.2, General Emergency Protective Action Checklist.

4.2.2 Indicate the PAR on the Classification Notification Form (CNF), Form 24075, and make the required offsite notifications in accordance with PPM 13.4.1.

4.2.3 The EOF Manager should ensure the status of PARs is tracked until implementation is complete and status is indicated on the PAR Status Board. Completed PARs are indicated on the PAR status board by the use of colored marker.

NOTE: Consider additional PARs if any of the following conditions exist:

- Wind direction encroaches upon an adjacent sector.
- Changes in wind direction that affect an additional sector.
- Very unstable stability class.

4.2.4 After making the initial Protective Action Recommendations for the General Emergency classification, continue with event assessment based on available plant, meteorological data, dose projection, and field monitoring information. Continuing assessments should be used to determine if a protective action should be expanded, with field monitoring data being the preferred basis by which to determine if people should be relocated from sheltered areas. If an additional PAR is required, make the required offsite notifications in accordance with PPM 13.4.1.

4.3 Offsite PARs Based On Projected Doses

NOTE: Do not delay recommending offsite protective actions while waiting for field monitoring results to verify the accuracy of the dose projection results.

4.3.1 Obtain and review applicable offsite dose projection data.

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- 4.3.2 Determine the appropriate offsite PAR by comparing the plume projected dose with the Protective Action Guidelines (PAGs) and guidance provided in Attachment 5.4, PAGs for the Early Phase of a Nuclear Incident.
- 4.3.3 Based on current meteorological data, determine the affected Plume EPZ sector(s) population centers within those affected areas and estimated plume arrival time in those areas.
- 4.3.4 Based on available weather forecast data, evaluate the potential for wind direction changes during the estimated duration of the release and the potential effect on the identified areas.
- 4.3.5 Refer to the Summary of Results of Evacuation Times Analysis, Attachment 5.5, for the affected sectors to determine if prompt evacuation or sheltering with delayed evacuation is appropriate.
- If there is time to notify the public and evacuate before plume arrival, there are no local constraints (i.e., severe weather), and evacuation appears to offer a significant reduction in dose, recommend evacuation.
 - If travel conditions present extreme hazard or there are local constraints, evaluate the benefits of sheltering vs. evacuation.
- 4.3.6 If the above actions result in a change to established PARs, complete the appropriate parts of the CNF, and make the required notifications in accordance with PPM 13.4.1.
- 4.3.7 When circumstances such as weather, distance or concurrent emergencies may impact specific areas for which PARs are being proposed, inform the Benton and Franklin County EOCs which sections are affected so that routes to be taken or avoided may be identified, or other special considerations in the notification to offsite agencies.
- 4.3.8 If, as a result of continuing assessment, dose projection results or meteorological conditions change significantly, reevaluate the previously implemented protective actions and, if necessary, update the protective actions by issuing another PAR.
- 4.3.9 Plume PARs should be considered beyond 10 miles if dose projections indicate PAGs at 10 miles may be exceeded. {2.15}
- For the Control Room, notify the offsite agencies via the Crash phone that dose projections indicate that PAGs beyond 10 miles may be exceeded. Indicate that the TSC or EOF will formulate PARs for affected areas.
 - For the TSC or EOF:
 - Obtain downwind field team readings to verify dose projection results.

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2. If time permits, consult with Benton and Franklin County EOCs on the recommendation to evacuate beyond 10 miles.
3. For PARs beyond 10 miles, do not use the 90 degree sector boundaries to define the affected area beyond 10 miles.
4. To define the boundaries of the PAR beyond 10 miles, use geo-political boundaries such as roads, rivers and county lines.
5. The area of the PAR should include those areas downwind where the PAG values are projected to be exceeded.
6. If plume PARs are issued for areas beyond 10 miles that could affect areas outside Benton and Franklin county, the Emergency Director should ensure that the State EOC is notified.

4.4 Suspension of Security Measures During Severe Weather or Other Hazardous Conditions

4.4.1 Affected security measures may be temporarily suspended only during circumstances such as imminent, severe or hazardous weather conditions provided:
{R-1123}

- This action is immediately needed to protect the personal health and safety of Columbia Generating Station personnel and no other immediately apparent action is consistent with Columbia Generating Station license conditions.
- Technical specifications can provide adequate or equivalent protection.
- Suspended security measures shall be restored as soon as practical.

4.4.2 The authority to approve temporary suspension of affected security measures is given to the Columbia Generating Station Shift Manager with input from the Columbia Generating Station Supervisor, Security Force/Designee.

4.4.3 Upon temporary suspension of any security measures pursuant to this section, the Columbia Generating Station shall notify the NRC Operations Center as soon as practical and in all cases within 1 hour of the occurrence. The affected NRC Regional Office will be notified as soon as practical. Upon restoration of the affected security measures, the NRC Operations Center and the affected NRC Regional Office shall be notified as soon as practical. Refer to PPM 13.4.1.

{R-1124}

5.0 ATTACHMENTS

- 5.1 Site Area Emergency Protective Action Checklist
- 5.2 General Emergency Protective Action Checklist

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5.3 Decision Guide For Offsite Protective Action Recommendations

5.4 PAGs For The Early Phase of a Nuclear Incident

5.5 Summary Of Results Of Evacuation Times Analysis

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SITE AREA EMERGENCY PROTECTIVE ACTION CHECKLIST

<p>NOTE: Completion of the following action steps may be delegated to the appropriate ERO individuals.</p>

-
1. IF plant accident conditions result in a SITE AREA EMERGENCY (SAE) being declared, THEN:
 - Evacuate the Site by implementing PPM 13.5.1
 - Implement PPM 13.8.1 (if not already done), if a release is in progress, or containment leakage is suspected.
 - Ensure Security has established access control roadblocks on plant access roads by contacting the SCC.

 2. IF an SAE has been declared, the above actions have been taken, and plant conditions appear to be worsening, i.e., release of radioactivity is imminent, or offsite radiological conditions dictate, THEN:
 - Evaluate protective actions for Emergency Workers outside the Protected Area but within Energy Northwest's area of authority in accordance with PPM 13.2.1.
 - The Radiological Emergency Manager should determine if wind direction requires special consideration of EOF habitability.
 - Ensure Security roadblocks on plant access roads are located to avoid plume exposure if a release occurs, or containment leakage is suspected.
 - Ensure that offsite dose calculations are updated approximately every 15 minutes if a release is ongoing.

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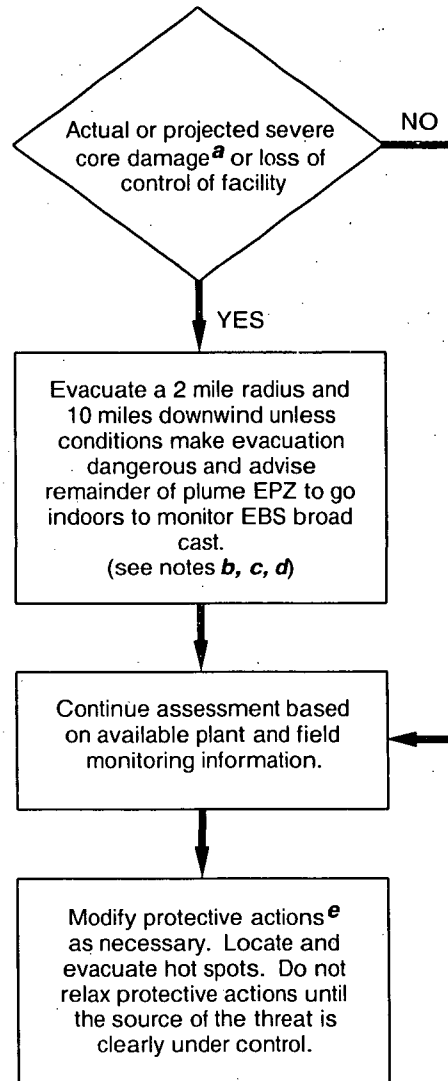
GENERAL EMERGENCY PROTECTIVE ACTION CHECKLIST

NOTE: Completion of the following action steps may be delegated to the appropriate ERO individuals.

1. IF plant accident conditions result in a GENERAL EMERGENCY (GE) being declared (and the following actions have not been performed), THEN:
 - Evacuate the Site by implementing PPM 13.5.1
 - Implement PPM 13.8.1 and ensure results are updated approximately every 15 minutes if a release is ongoing, or if containment leakage is suspected.
 - Ensure Security has established access control roadblocks on plant access roads and the roadblocks are located to avoid plume exposure if a release occurs.
 - Evaluate protective actions for Emergency Workers outside the Protected Area but within Energy Northwest's area of authority in accordance with PPM 13.2.1.
 - The Radiological Emergency Manager should determine if wind direction requires special consideration of EOF habitability.
 - Recommend evacuation 2 mile radius and 10 miles downwind, sheltering the remaining sections, or other PARs based on Attachment 5.3 evaluation.
 - Determine if additional offsite Protective Action Recommendations are required by referring to the Flowchart for Offsite Protective Action Recommendations, Attachment 5.3.
 - Plume PARs should be considered beyond 10 miles if dose projections indicate PAGs (1 rem TEDE or 5 rem CDE thyroid) at 10 miles may be exceeded. For the Control Room, notify the off-site agencies via the Crash phone that dose projections indicate that PAGs beyond 10 miles may be exceeded.
 - For the TSC or EOF, obtain downwind field team readings to verify dose projection results. If time permits, consult with Benton/Franklin County EOC on the recommendation to evacuate beyond 10 miles. For PARs beyond 10 miles, do not use the 90 degree sector boundaries to define the affected area beyond 10 miles. To define the boundaries of the PAR beyond 10 miles, use geo-political boundaries such as roads, rivers and county lines. The area of the PAR should include those areas downwind where the PAG values are projected to be exceeded. If plume PARs are issued for areas beyond 10 miles that could affect areas outside Benton and Franklin county, the Emergency Director should ensure that the State EOC is notified.

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DECISION GUIDE FOR OFFSITE PROTECTIVE ACTION RECOMMENDATIONS



^a Severe core damage is indicated by (1) loss of critical functions for core protection (e.g., loss of injection combined with loss of cooling accident); (2) partially uncovered core; or (3) very high radiation levels in area or process monitors.

^b If there are very dangerous travel conditions, initially shelter rather than evacuate the population until conditions improve.

^c Transit-dependent persons should be advised to remain indoors until transportation resources arrive, if possible.

^d Shelter may be the appropriate action for controlled releases of radioactive material from the containment if there is an assurance that the release is short term (puff release) and the area near the plant cannot be evacuated before plume arrives.

^e Consider EPA PAGs in modifying initial protective actions.

Source: NUREG-0654, Supplement 3

980025

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PAGs FOR THE EARLY PHASE OF A NUCLEAR INCIDENT

PROTECTIVE ACTION	PAG (projected dose)	COMMENTS
Evacuation (or sheltering ¹)	1-5 rem TEDE OR 5-25 rem CDE thyroid OR 50-500 rem skin	Evacuation (or, for some situations, sheltering ¹) should normally be initiated at the lowest level of the range.

From EPA 400, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents

¹ Sheltering may be the preferred protective action when it will provide protection equal to or greater than evacuation, based on consideration of factors such as source term characteristics, and temporal or other site-specific conditions.

Evacuation vs. Sheltering

Because of the higher risk associated with evacuation of some special groups in the population (e.g. those who are not readily mobile), sheltering may be the preferred alternative for such groups as a protective action at projected doses up to 5 rem TEDE. In addition, under unusually hazardous environmental conditions, use of sheltering at projected doses up to 5 rem to the general population (and up to 10 rem to special groups) may be justified.

Illustrative examples of situations or groups for which evacuation may not be appropriate at 1 rem include: a) the presence of severe weather, b) competing disasters, c) institutionalized persons who are not readily mobile, and d) local physical factors which impede evacuation.

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SUMMARY OF RESULTS OF EVACUATION TIMES ANALYSIS

DESCRIPTION	TOTAL WITHIN 2 MILES	AREAS WITHIN 5 MILES				AREAS WITHIN 10 MILES			
		I	II	III	TOTAL	I	II	III	TOTAL
GENERAL POPULATION EVACUATION TIME NORMAL CONDITIONS HOURS:MINUTES	1:30	1:30	1:30	2:00	2:00	2:00	1:50	2:45	2:45
GENERAL POPULATION EVACUATION TIME ADVERSE CONDITIONS HOURS:MINUTES	2:00	1:30	1:30	2:30	2:30	2:00	2:00	3:00	3:00
CONFIRMATION TIME MINUTES	30	60	60	60	60	60	60	60	60

NOTE: Evacuation time analysis includes the 30 minutes notification time performed by the county.

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ENERGY-NORTHWEST
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PLANT PROCEDURE MANUAL



13.5.1

Effective Date: 12/13/07

DIC # 1308.1

PCN# (If applicable) _____

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All review and approval signatures are documented on the Procedure Revision Form

Procedure Revision Synopsis

Procedure is revised to correct a minor typographical error and add instructions for resetting the day and time on the Whelen E-961 Siren Encoder.

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1.0 PURPOSE

This procedure provides direction for conducting localized evacuations within the Protected Area and evacuation of non-essential personnel from the Site, including the Industrial Development complex.

2.0 REFERENCES

- 2.1 Self Assessment SA-2004-004, incorporate the use of encoder for the radio PA system installed at the EOF {P-211005}
- 2.2 FSAR, Chapter 13.3, Emergency Plan, Section 5
- 2.3 PPM 13.5.5, Personnel Accountability/Search and Rescue
- 2.4 PPM 13.5.7, Industrial Development Authority Duties
- 2.5 PPM 13.7.5, Offsite Assembly Area Operations
- 2.6 ABN-SECURITY, Site Security Event
- 2.7 Public Address Emergency Message Format - Localized Evacuation, 26048
- 2.8 Public Address Emergency Message Format - Protected Area Evacuation, 26050
- 2.9 Public Address Emergency Message Format - Site Evacuation, 26051
- 2.10 Emergency Center Accountability Log, 25691

3.0 DISCUSSION

- 3.1 The principle consideration when contemplating an evacuation is the safety of personnel. Depending on conditions at the time, the Shift Manager / Emergency Director may direct one of three evacuations:
 - 3.1.1 A Localized evacuation is the orderly withdrawal of personnel from a selected area. A Localized evacuation will be announced using the alerting tone followed by an instructional message.
 - 3.1.2 A Site evacuation encompasses the Columbia Generating Station Protected Area and the Exclusion Area, including all of the Owner Controlled Area. A Site evacuation normally occurs at Site Area Emergency, and non-essential personnel from the Protected Area, Exclusion Area, and the Industrial Development complex are evacuated.
 - 3.1.3 A Protected Area evacuation is the orderly withdrawal of personnel from the Protected Area resulting from a security threat. A Protected Area evacuation may be

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conducted if a confirmed, credible insider threat exists, independent of emergency classification. Confirmation of this threat and the recommendation to either shelter in place or evacuate should come from on-shift Security supervision. The determination to shelter or evacuate will be evaluated against the nature of the threat at the time. Provided a Protected Area evacuation can be conducted safely during this event, evacuation is preferred. Otherwise, sheltering in place is preferred. All Protected Area personnel should immediately follow public address announcement instructions.

4.0 RESPONSIBILITIES

4.1 Emergency Director (Shift Manager, TSC Manager or EOF Manager)

4.1.1 The Emergency Director is responsible for determining the need for evacuation and directing necessary protective actions and public address announcements.

4.2 TSC Manager (additional duties)

4.2.1 The TSC Manager is responsible for coordinating appropriate public address announcements to be made from the TSC and establishing accountability with assistance from OSC staff within 30 minutes of initiation of an announcement to evacuate.

4.3 Security Supervisor

4.3.1 The on-shift Security Supervisor is responsible for advising the Emergency Director on actions that affect implementation of the Safeguards Contingency Plan. These actions include, but are not limited to, response to a credible insider threat and directing Localized or Protected Area evacuation in response to a security event.

4.3.2 If the SCC is unable to activate the Site Evacuation siren from the SCC, the Security Supervisor, until relieved by the EOF Security Manager, is responsible to dispatch an officer to the siren to activate it locally.

4.4 Security Supervisor / Security Manager for Industrial Development Complex

4.4.1 The Security Supervisor / Security Manager is responsible for ensuring actions necessary to evacuate the Industrial Development Complex are implemented. The on-shift Security Supervisor performs these actions until relieved by the EOF Security Manager.

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4.5 Radiation Protection Manager

- 4.5.1 The Radiation Protection Manager (RPM) is responsible for dispatching Health Physics Technicians to the Protected Area Access Point (PAAP) to assist evacuees with personnel monitoring and provide direction to evacuees to the Offsite Assembly Area for additional monitoring and if necessary, decontamination. The RPM also advises the Radiological Emergency Manager (REM) if personnel or vehicle monitoring or decontamination is necessary.

4.6 Radiological Emergency Manager

- 4.6.1 The REM is responsible for requesting HP support to set up the Offsite Assembly Area for evacuee reception, directing personnel and vehicle monitoring, and decontamination support. If a radiological hazard was not present and evacuees are not contaminated, the REM authorizes evacuees to be released from the Offsite Assembly Area.

4.7 Site Support Manager

- 4.7.1 The Site Support Manager is responsible for contacting the FFTF shift manager to provide advance notice of Columbia Generating Station protective action decisions for his consideration.

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5.0 PROCEDURE

5.1 Localized Evacuation

For localized evacuations that may be conducted without being in a declared emergency condition, the decision to evacuate is the responsibility of the Control Room Supervisor/Shift Manager (CRS/SM).

Emergency Director Actions (Shift Manager, TSC Manager or EOF Manager)

5.1.1 Determine if any of the extenuating conditions listed below are present, or other conditions which might preclude or delay safe evacuation:

- a. An ongoing security threat within the Protected Area (consult with the Security Shift Supervisor to aid in determining the safest course of action).
- b. Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of plant personnel).
- c. Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel).
- d. Other hazards exist which might subject evacuees to a higher risk to personnel safety than not evacuating.

5.1.2 For localized evacuations, determine if any areas of the plant should be avoided during the evacuation.

- a. The area selected for a localized evacuation should have well-defined boundaries (e.g., Radwaste Building, 422' Reactor Building, 501' Turbine Building, etc.). The assembly area for localized evacuations will be the onsite Yakima Building conference room or other areas as specified.
- b. If conditions exist requiring localized evacuation such as a security contingency or other localized hazard, initiate localized evacuation by performing steps on form 26048, Public Address Emergency Message Format - Localized Evacuation.

5.2 Site Evacuation

Emergency Director Actions (Shift Manager, TSC Manager or EOF Manager)

5.2.1 Determine if any of the extenuating conditions listed below are present, or other conditions which might preclude or delay safe evacuation:

- a. An ongoing security threat within the Protected Area (consult with the Security Shift Supervisor to aid in determining the safest course of action).

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- b. Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of plant personnel).
 - c. Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel).
 - d. Other hazards exist which might subject evacuees to a higher risk to personnel safety than not evacuating
- 5.2.2 Ensure actions for evacuations of the Industrial Development complex are being implemented at Site Area Emergency.
- 5.2.3 Determine, if necessary, any other special protective measures that should be taken by evacuees.
- 5.2.4 If normal evacuation is safe, direct the EOF Security Manager to contact the Benton County Emergency Operations Center (EOC) to request local law enforcement agency (LLEA) support for traffic and crowd control at the Offsite Assembly Area.
 - a. Direct the on-shift Security Lieutenant, in the absence of the EOF Security Manager, to contact the Benton County EOC for LLEA support at the Offsite Assembly Area.
- 5.2.5 Inform the JIC HP Spokesperson via the EOF Information Coordinator that LLEA support was requested.
- 5.2.6 If normal evacuation is safe, direct personnel to evacuate the site and report to the Offsite Assembly Area located at the ENOC. A site map showing the primary evacuation route and assembly area is presented in Attachment 6.2.
- 5.2.7 If a security event or other unforeseen condition prevents or alters implementation of these preplanned evacuation plans, designate alternate exit point(s), and if necessary, alternate assembly area(s). Personnel staging areas and triage areas are shown in Attachment 6.3 for use if needed. Revise the public address announcements accordingly.
- 5.2.8 Perform steps on form 26051, Public Address Emergency Message Format - Site Evacuation, to direct evacuation of the Site.
 - If the PA announcement is made from the Control Room, use the PA system override switch for announcements. Return the switch to the normal position when done.
 - If the EOF Manager is the Emergency Director, coordinate with the TSC Manager to make PA announcements.

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- 5.2.9 Direct the Radiation Protection Manager to provide Health Physics coverage at the Radiologically Controlled Area (RCA) exit portal monitors and at the exit monitors at the Protected Area Access Point (PAAP).
- 5.2.10 Direct the REM in the EOF to make a determination if monitoring is required for evacuees at the Offsite Assembly Area. If not, evacuees may be released after reporting to the Offsite Assembly Area.
- 5.2.11 Radiation Protection Manager Actions:
 - a. Dispatch HP technicians to the portal monitors at the PAAP to provide instructions to evacuating personnel as outlined below, and assist in personnel monitoring as necessary.
 - 1) If personnel alarm the PAAP portal monitors, direct personnel to the Offsite Assembly Area for monitoring and decontamination.
 - b. Inform the Radiological Emergency Manager (REM) if personnel or vehicle monitoring or decontamination is necessary for evacuating personnel.
- 5.2.12 Radiological Emergency Manager Actions:

<p>NOTE:</p>	<p>A radioactive release is in progress when effluent monitors indicate radiation levels in excess of normal readings or field teams detect environmental radiation 10 times greater than normal background, and the increased levels are attributable to the emergency event.</p>
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- a. If a radiological release is in progress at the time of the evacuation order, monitoring of evacuees at the Offsite Assembly Area will be necessary.
- b. In the event of an evacuation requiring personnel to report to the Offsite Assembly Area, verify that the Offsite Assembly Area is set up to receive evacuees. Refer to PPM 13.7.5 for guidance regarding setup and operations of the Offsite Assembly Area.

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- c. At the time of evacuation, evacuees should be directed to report to the Offsite Assembly Area. This direction should include an evacuation route from the list below as appropriate. A site map showing the primary evacuation route and assembly area is presented in Attachment 5.1.
 - Primary: Route 4 South - This four lane road leads from the sites to Richland and is the main route from the site.
 - Alternate: Route 10 South - A two lane road (FFTF access road) connects Route 4 with Route 10 to Highway 240, then leads into Richland.
 - Alternate: Route 4 South - A two lane road leads northwest from the site, intersecting with Highway 240 and Highway 24 to Yakima.
 - Alternate: Route 2 South - A two lane road leading north from the site, intersecting with Highway 240 and Highway 24 to Yakima.
- d. If no offsite release is in progress at the time of evacuation, evacuees may be released from the Offsite Assembly Area.

5.2.13 Security Supervisor Actions:

- a. The preferred method of site exit uses the normal exit protocol. If desired, the gate between the egress turnstiles at the Protected Area Access Point (PAAP) can be opened to expedite personnel exit.
 - If the gate between the turnstiles is opened, log personnel offsite as quickly as possible, using the Personnel Accountability Log for System Outages.
- b. Direct the mobile patrol to perform a visual check of evacuation progress within the Exclusion Area Boundary. This includes the:
 - Hydrogen Storage & Supply Facility
 - Security Firing Range
 - Owner Controlled Area outside the Exclusion Area Boundary
- c. In the absence of the Security Manager, direct the SCC Duty Officer to initiate Industrial Development evacuation announcements from the SCC.
- d. In the absence of the EOF Security Manager, if the SCC Duty Officer cannot activate the Site Evacuation Siren from the SCC, dispatch a security officer to the Site Evacuation Siren to activate it by depressing the pole-mounted activation button.

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5.2.14 In the absence of the EOF Security Manager, if the Offsite Assembly Area will be, or is activated, contact the Benton County EOC to request LLEA support. Inform the JIC Manager that LLEA support was requested for Offsite Assembly Area traffic and crowd control.

5.2.15 Security Manager Actions:

- a. Confer with the Radiological Emergency Manager or Emergency Director in the REM's absence to determine the appropriate announcement.
- b. If a radiation release is in progress, confer with the REM in the EOF to determine the need for an alternate evacuation route.
- c. Initiate Industrial Development Complex public address actions per Attachment 6.1.
- d. Initiate activation of the Site Evacuation Siren.
 - 1) Direct the SCC to activate the Site Evacuation Siren.
 - 2) If the SCC cannot activate the Site Evacuation siren per Attachment 6.1, then activate the Site Evacuation Siren in accordance with Attachment 6.1, steps 11 and 12.
 - 3) If still unable to activate the Site Evacuation Siren, direct the Security Supervisor to dispatch a security officer to the Site Evacuation Siren to activate it by depressing the pole-mounted activation button.

5.2.16 Site Support Manager Actions:

- a. Contact and inform the FFTF Control Room of the evacuation PADs made by Energy Northwest.

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5.3 Protected Area Evacuation in Response to a Credible Insider Threat

5.3.1 Emergency Director Actions (Shift Manager, TSC Manager, or EOF Manager):

These actions may be taken in response to security events that occur independently of required Site evacuation actions taken at Site Area Emergency.

- a. Direct protective actions for personnel based on recommendations from on shift Security supervision. Those actions will consist of either sheltering in place until the security threat is contained, or evacuation of non-essential personnel from the Protected Area to the Offsite Assembly Area.
 - Use the PA system override switch for announcements. Return the switch to the normal position when done.
- b. If a credible insider threat has been received and confirmed, contact the Shift Manager/Emergency Director. Based on evaluation of the threat at the time, recommend to the Shift Manager/Emergency Director that Protected Area personnel either shelter in place, or evacuate to the Offsite Assembly Area.
 - If immediate sheltering in place is the preferred option based upon evaluation, using the Security Supervisor Checklist, advise the Shift Manager/Emergency Director to direct personnel to take shelter.
 - If a Protected Area evacuation can be completed safely based upon evaluation, using the Security Supervisor Checklist, advise the Shift Manager to direct evacuation using form 26050, Public Address Emergency Message - Protected Area Evacuation.

- 5.3.2 If advised of an aircraft threat to Columbia, refer to ABN-AIRCRAFT-ATTACK. Attachment 6.3 provides locations of pre-designated emergency staging and triage areas.

6.0 ATTACHMENTS

- 6.1 Industrial Development Complex PA Instructions
- 6.2 Evacuation Route Map
- 6.3 Triage and Staging Areas

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INDUSTRIAL DEVELOPMENT COMPLEX PA INSTRUCTIONS

A. Industrial Development Complex Public Address

- 1) Initiate an Industrial Development complex public address announcement by dialing 761 and reading the following message, or other announcement provided by the REM:

NOTE: Include alternate evacuation route instructions, if required.

"THIS IS AN EMERGENCY ANNOUNCEMENT. PERSONNEL IN THE EXCLUSION AREA AND THE INDUSTRIAL DEVELOPMENT COMPLEX ARE TO IMMEDIATELY EVACUATE THE SITE AND REPORT TO THE ASSEMBLY AREA AT THE EAST SIDE OF 3000 GEORGE WASHINGTON WAY."

Repeat the PA announcement.

B. Radio Paging System

- 1) Using the Radio Paging System at the EOF or the SCC, make a Public Address announcement. {P-211005}
- 2) Verify that the date and time appears on display of the Whelen E-969 Encoder labeled Site Evacuation Siren. The correct day and time display is not required to activate the IDC PA or evacuation siren. If the correct day or time is not displayed, contact the EOF Telecom Manager for resolution.
- 3) Press the "C2" key
 - The message "Call Key 2" appears in the display and the display will become brighter.
- 4) Press the "Send" key
 - A timer in the display will count down from 180 to 0 while the activation codes are sent and the VA2000 units alert.
 - Message "Call key complete" will appear.
- 5) Using the PA microphone on the Encoder, press the push-to-talk button and make the following announcement:

"THIS IS AN EMERGENCY ANNOUNCEMENT. PERSONNEL IN THE EXCLUSION AREA AND THE INDUSTRIAL DEVELOPMENT COMPLEX ARE TO IMMEDIATELY EVACUATE THE SITE AND REPORT TO THE ASSEMBLY AREA AT THE EAST SIDE OF 3000 GEORGE WASHINGTON WAY."

Repeat the PA announcement.

Attachment 6.1, Industrial Development Complex PA Instructions

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- 6) Press the **"Reset"** key (Returns the PA to Standby)
- 7) Press the **"C4"** key (Cancels PA)
 - *"Call Key 4"* will appear in the display
- 8) Press the **"Send"** key
 - The message *"Call key complete"* will appear in the display.
- 9) Press the **"Reset"** key to return to the E-969 to the standby mode.
- 10) After the public address announcement is complete, direct the SCC Duty Officer to activate the Site Evacuation Siren.
- 11) If the SCC cannot activate the Site Evacuation Siren, perform the following:
 - a) Initiate the 3-Minute Siren Alert Tone - Site Evacuation Siren (Cross Roads Siren)
 - b) Verify the date and time appears in the display of the Whelen E-969 Encoder labeled Site Evacuation Siren.
 - c) Press the **"C1"** key
 - The message *"Call Key 1"* appears in the display and the display will become brighter.

NOTE: The Site Evacuation Siren will time out automatically after three minutes.

- d) Press the **"Send"** key
 - A timer in the display will count down from 180 to 0 while the activation codes are sent and the siren alerts.
 - The message *"Call key complete"* will appear
- e) Press the **"Reset"** key (Returns E-969 to the standby mode)
- f) Press the **"C4"** key (Cancels the siren activation)
 - *"Call Key 4"* will appear in the display
- g) Press the **"Send"** key

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- The message "Call key complete" will appear in the display
- h) Press the "**Reset**" key to return the E-969 to the standby mode

12) Canceling Siren Before Cycle is Completed

Press the "**Reset**" key (Returns E-969 to the standby mode)

Press the "**C4**" key (Cancels the siren activation)

- "Call Key 4" will appear in the display

Press the "**Send**" key

- The message "Call key complete" will appear in the display

Press the "**Reset**" key to return the E-969 to the standby mode.

13) If the Security Manager or SCC are unable to activate the siren:

Contact the Security Supervisor and direct a Security officer be dispatched to activate the Site Evacuation Siren manually.

NOTE: Contact the SCC for the current IDA phone list, if necessary.
--

14) Direct the IDA to perform a sweep of the Industrial Development complex.

15) If the SCC has not been notified, contact the Industrial Development Authority (IDA) and verify that the Industrial Development complex evacuation is being initiated per PPM 13.5.7.

- a) If no one can be contacted at the Industrial Development complex (377-1124), make two attempts to contact personnel listed in the Industrial Development Authority Call List.

16) Contact the Security Supervisor to inform security officers at the roadblocks of offsite assembly area location if necessary.

17) Coordinate with the Security Supervisor to dispatch an officer with a radio to the assembly area to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

18) Provide telephone notification of the evacuation and the above instructions to the following locations. Refer to the Emergency Phone Directory for phone numbers:

Security Training Facility/Firing Range
Ashe Substation

Attachment 6.1, Industrial Development Complex PA Instructions

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- 19) Contact the SCC and verify they used the camera located at the HSSF facility to verify there is no on going activity, personnel or vehicles in the vicinity.
- 20) Keep the Emergency Director informed on the status of the evacuation.

C. Correcting Day and Time on the Whelen E-961 Siren Encoder

If either the day or time displayed is incorrect, the encoder should be reprogrammed as follows:

NOTE: The programming mode may be exited at any time by pressing the "RESET" button. Any changes made up to that point will not be saved, provided that the "PRECHECK" button was not pushed.

NOTE: The "PRECHECK" button is equivalent to the "ENTER" key during Encoder programming.

NOTE: Pressing the "DOWN" arrow more than once will select menu options that should not be accessed by anyone except Telephone Technicians. Do not navigate to any other menu option except the "Clock" menu.

- 1) In the Command Group keypad area, push the "Test & Misc" button. The LCD display will illuminate.
- 2) Press the "DOWN" arrow ONCE to scroll to the Program Encoder screen and press the "PRECHECK" button to display the word, "CLOCK." Press the "PRECHECK" button again to display "PROGRAM ENCODER" and "ENTER TIME, DAY ##:##:##."
- 3) First, enter the day of the week using numeric equivalents.

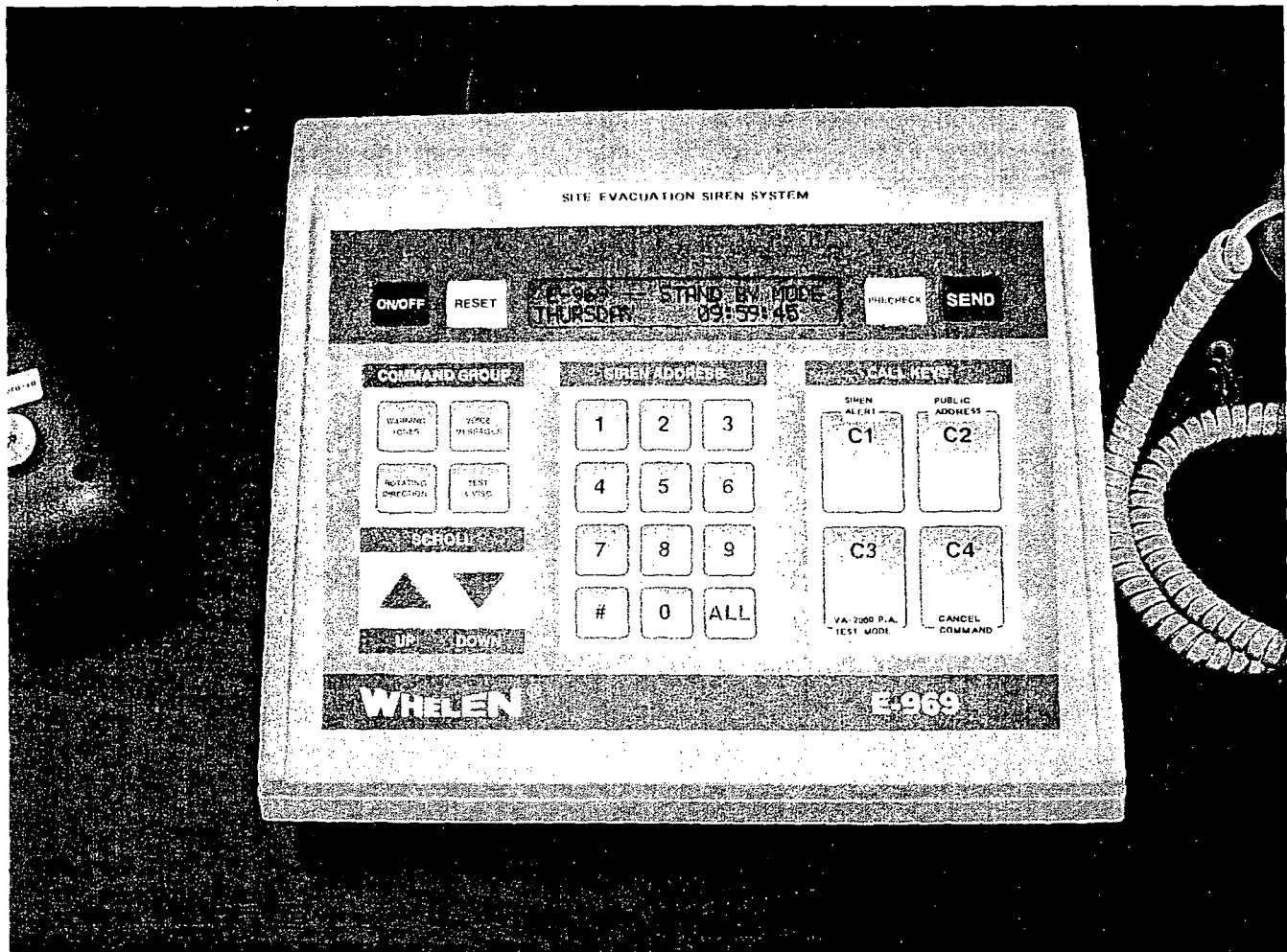
1 = Sunday
2 = Monday
3 = Tuesday
4 = Wednesday
5 = Thursday
6 = Friday
7 = Saturday

Select the appropriate number on the numeric keypad and the day of the week displays.

- 4) Enter the correct time, in 24 hour format including seconds and press the "PRECHECK" button to enter the data.

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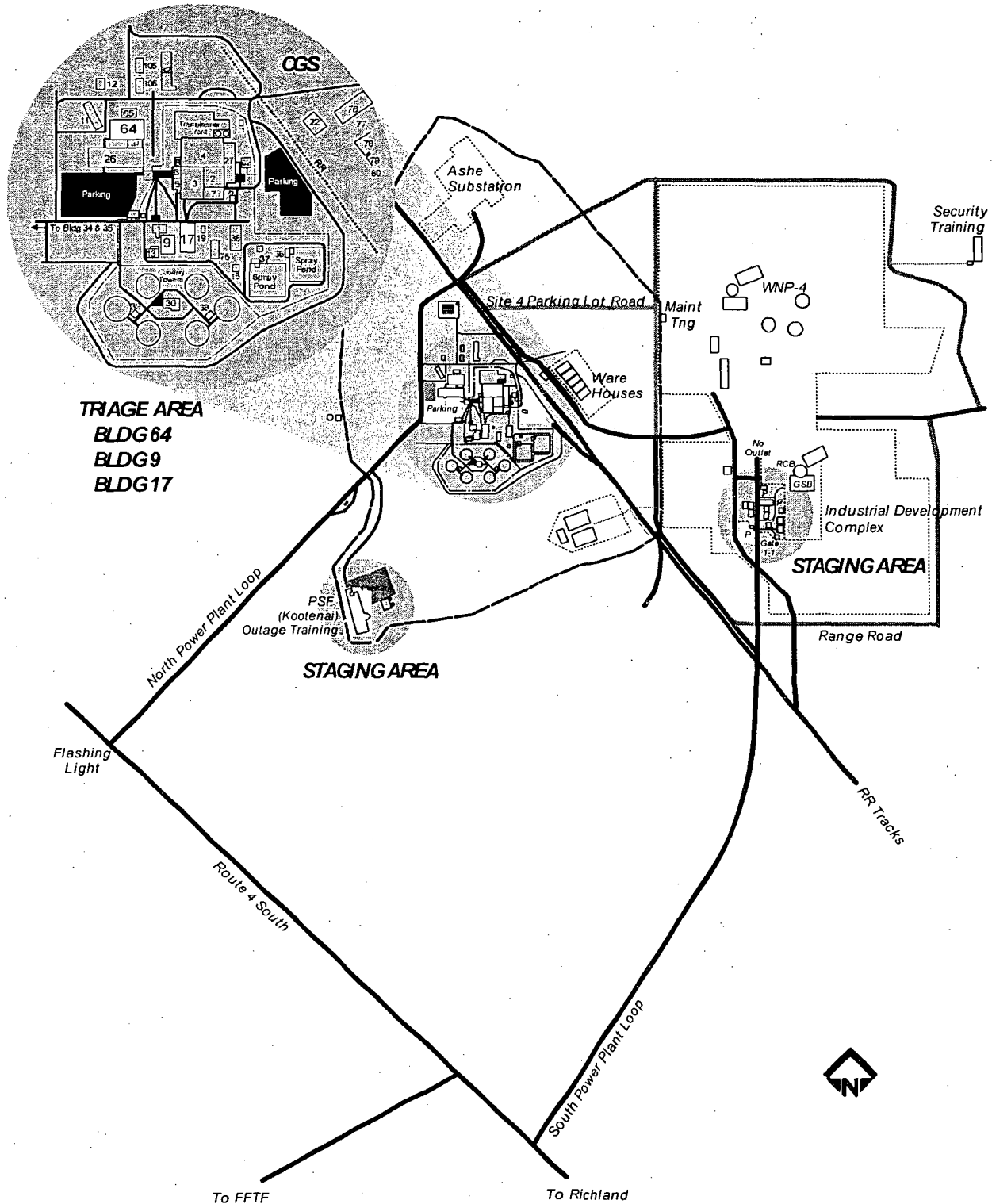
- 5) Press the "RESET" button to return the encoder to standby mode. Verify the changes input are correct.
- 6) If day and time are incorrect, repeat steps 1-5.



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TRIAGE AND STAGING AREAS

TRIAGE AND STAGING AREAS



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ENERGY-NORTHWEST
COLUMBIA GENERATING STATION
PLANT PROCEDURE MANUAL



13.5.7

Effective Date: 12/13/07

DIC # 1308.1

PCN# (If applicable) _____

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All review and approval signatures are documented on the Procedure Revision Form

Procedure Revision Synopsis

Page 4, changed "1 hour" to now read what is found in the evacuation time estimates located in the "Plume Exposure Pathway Emergency Planning Zone" document.
Page 5, added additional clarity to IDA responsibilities in the event they are notified during "off hours."

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1.0 PURPOSE

The purpose of this procedure is to ensure that the Energy Northwest Industrial Development (ID) complex occupants are promptly notified of any Columbia Generating Station (CGS) emergency evacuation that requires implementation of protective actions.

2.0 REFERENCES

- 2.1 FSAR, Chapter 13.3, Emergency Plan, Section 5.5.1
- 2.2 PPM 13.2.2, Determining Protective Action Recommendations
- 2.3 PPM 13.5.5, Personnel Accountability, Search and Rescue
- 2.4 PPM 13.7.5, Offsite Assembly Area Operations
- 2.5 PPM 13.13.4, After Action Reporting
- 2.6 Public Address Message Format-Site Evacuation, 26051
- 2.7 Energy Northwest Industrial Development Emergency & Evacuation Response Plan
- 2.8 IDWI 7.01, Industrial Development Authority (IDA)
- 2.9 IDWI 8.01 Emergency Preparedness Interface Responsibilities

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3.0 PROCEDURE

The Industrial Development complex (IDC) consists of the geographical area including WNP-1 and WNP-4 and is surrounded by a fence with one normal ingress and egress point located at Gate 1-1.

The Industrial Development Monitor (IDM) is a trained individual who is stationed at Gate 1-1 when the gate is unlocked and an IDA is not present. The IDM is responsible for ensuring the logging of personnel entering and leaving the complex. The IDM is required to be available to respond and complete notification of an evacuation of the ID complex within the required 15 minutes should the order to evacuate be given.

The ID Complex is required to be evacuated in 1 hour after Notification.

Gate 1-1 at the ID complex is locked during non-standard working hours and on weekends. Access during these periods may be obtained by permission of the IDA and notification to the Security Communications Center (SCC).

Qualified IDAs or IDMs may access ID complex during off-hours provided the SCC is notified prior to entry and upon exit.

NOTE: Refer to IDWI 7.01 for IDA and IDM for responsibilities that include evacuation implementation details.

3.1 Responsibilities During Working Hours

- 3.1.1 An IDA is to be available at all times to respond to an emergency. In the event the assigned IDA is unavailable, the IDA duties are to be turned over to another IDA who is available to perform this function.
- 3.1.2 At the end of each normal workday, a sweep is performed prior to the locking Gate 1-1 to ensure no persons remain inside the ID complex. Any qualified IDA or IDM may perform sweeps. Refer to IDWI 7.01 for sweep information.
- 3.1.3 The IDA Information Book is maintained by the IDA Administrator and is to be available to the assigned IDA at all times.
- 3.1.4 The IDA or the IDM is responsible for responding promptly to notifications from the SCC and to emergency events as described in the CGS Emergency Plan.
- 3.1.5 If an evacuation of the ID complex becomes necessary, the IDA or IDM is responsible for implementing sweeps and other duties per direction found in IDWI 7.01.
- 3.1.6 In the event of an evacuation of the ID complex, the IDA or IDM is responsible for providing evacuation information to evacuees. The normal location to assemble is the Energy Northwest Office Complex (ENOC) located at 3000 George Washington Way.

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- 3.1.7 After the evacuation of the ID complex has occurred, the IDA and or the IDM is responsible for preparing an After Action Report in accordance with PPM 13.13.4.

3.2 Responsibilities During Off Hours

- 3.2.1 If the IDA is notified of an ALERT or higher at CGS during off-hours the IDA should perform the following:
- a. Call in and fill the position for the IDA in charge and report to the EOF unless otherwise directed by the emergency notification message.
 - b. Do not respond to the ID complex.
 - c. Call the SCC at 377-8065 and determine if anyone has been allowed to enter the ID complex and if so, how can they be contacted. Then contact these individuals and brief them on the status at CGS. If an ALERT has been declared ask them to place their work in a safe condition and have them await further instructions from the IDA or the SCC.
 - d. If an evacuation has been declared the IDA should:
 - Request workers to place their work in a safe condition and evacuate the ID complex.
 - Maintain communications with these individuals until after they depart the ID complex.
 - Request the last person out to secure the gate.
 - Notify the SCC that the ID complex has been evacuated and request Security to verify the gate is closed and locked.
 - e. Begin contacting all ID complex personnel, contractors and lessees notifying them of the status of CGS.
 - f. Continue to keep key personnel updated on the status of CGS until such time it is no longer necessary.
 - g. As soon as feasible, complete an after action report in accordance with PPM 13.13.4.

4.0 ATTACHMENTS

None.

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ENERGY-NORTHWEST
COLUMBIA GENERATING STATION
PLANT PROCEDURE MANUAL



13.7.5

Effective Date: 12/13/07

DIC # 1308.1

PCN# (If applicable) _____

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First MI Last Name Ext. #

Sponsor: David B. Holmes 8687

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All review and approval signatures are documented on the Procedure Revision Form

Procedure Revision Synopsis

Procedure is revised to change the description of the Offsite Assembly Area from '*gravel* parking area' (old wording) to the '*northeast* parking area' (new wording). This change was made necessary by plans to pave the parking area for non-emergency use by Energy Northwest employees. Whereas the designated evacuation assembly point parking area location has not changed, it will no longer be gravel and its non-emergency use has changed.

New Section 5.3.2 adds administrative controls to ensure that the Energy Northwest Office Complex northeast parking area will be available for vehicle monitoring and decontamination in the event of an emergency evacuation of the Columbia Generating Station (CGS) by establishing a notification process to move any vehicles parked in the area not related to CGS evacuation operations.

Editorial change of "Richland Room" to "Skamania Room" in Attachments 6.3 and 6.5

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1.0 PURPOSE

The purpose of this procedure is to provide guidance for the setup and operation of the offsite assembly area for evacuee processing, monitoring and, when necessary, decontamination of potentially contaminated personnel and vehicles.

2.0 REFERENCES

2.1 FSAR, Chapter 13.3, Emergency Plan, Section 5.7.3

2.2 PPM Volume 11, Health Physics Procedures

2.3 PPM 13.5.1, Evacuation

2.4 PPM 13.13.4, After Action Reporting

2.5 PERA 202-1448-04

3.0 DISCUSSION

Personnel evacuated from the Columbia Generating Station Protected Area and Energy Northwest Exclusion Area will be instructed to assemble at the Energy Northwest Office Complex (ENOC). Evacuees may be monitored for contamination if necessary, and decontaminated as necessary.

During activation of the Offsite Assembly Area, the EOF Security Manager, or the on-shift Security Lieutenant if the EOF Security Manager is not available, is responsible for requesting local law enforcement agency (LLEA) support for traffic and crowd control. The Radiological Emergency Manager (REM) is responsible for dispatching Health Physics Technicians to perform personnel and vehicle monitoring, decontamination, and record keeping as appropriate. Administrative assistance may be requested from the ENOC Facility Manager.

4.0 PRECAUTIONS

4.1 The safety of personnel takes precedence over the monitoring of personnel and/or vehicles for contamination control purposes. The monitoring of personnel or vehicles should be terminated (or not implemented) if the monitoring may increase the hazard to personnel.

4.2 Protective clothing, dosimetry, and radiological control requirements will be established by Health Physics based on good radiological work practices.

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5.0 PROCEDURE

5.1 Radiological Emergency Manager (REM) Duties

5.1.1 Assign personnel to the offsite assembly area as follows:

- a. HP or other qualified personnel to perform vehicle and personnel monitoring and decontamination.
- b. As available, assign administrative support personnel to assist with logging evacuees being processed through the assembly area or other record keeping activities.

5.1.2 Brief the JIC HP Spokesperson on the nature of the emergency situation.

5.1.3 If radiological conditions at the time of the evacuation order do not require monitoring of evacuees at the Offsite Assembly Area, evacuees may be released from the Offsite Assembly Area without monitoring.

5.1.4 For additional radiological assistance, contact DOE-RL to request the Department of Energy (DOE) to dispatch HP Techs to the assembly area to perform vehicle and/or personnel decontamination.

5.1.5 When activating the Offsite Assembly Area, ensure that a qualified individual is tasked with performing as the HP person in charge at the Offsite Assembly Area.

5.2 Person in Charge

NOTE: The Person in Charge may be a qualified HP Spokesperson or other individual knowledgeable about radiological practices.

Obtain briefing from the REM on the status of the plant, wind direction, type and extent of release, number of evacuees expected, and the potential for additional evacuees.

5.2.1 Equipment and supplies for the setup of the parking lot are located in Room 1-200 (Alternate EOF) Supply Cabinets.

5.2.2 Take a radio and orange vest out of cabinet #1.

5.2.3 Begin completing the steps in Attachment 6.5 as your JIC duties permit. Turn the portable radio on and be monitoring the radio at all times.

5.2.4 Ensure that the Health Physics representatives are located at the northeast parking area to implement the monitoring of evacuating personnel and vehicles.

5.2.5 Ensure that parking area personnel are kept informed of information to pass on to evacuees.

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- 5.2.6 Periodically contact the REM and keep him/her advised of the status of the operation. Request that additional resources be provided if the monitoring and decon functions are overloaded.
- 5.2.7 Ensure all monitoring and decon operations are conducted in accordance with standard Health Physics practices.
- 5.2.8 If decon actions do not achieve desired results, inform the REM.
- 5.2.9 At shift change fully brief your relief on the status of operations being performed.
- 5.2.10 Upon completion of monitoring and decon operations, collect all relevant documentation for the REM.

5.3 Parking Area Personnel Duties

5.3.1 Health Physics

Do not exclude non-badged individuals from being monitored. Caution evacuees not to eat, drink, or smoke until cleared to do so.

- a. Instruct the driver to set the parking brake and turn off the motor. Then, complete a survey of the vehicle radiator grill area, tires, and windshield.

NOTE: Vehicles found to be contaminated will be parked and will not be decontaminated until the recovery phase of the emergency has been entered.

- b. If a vehicle is found contaminated, personnel monitoring is not required, direct the occupants to park their vehicle at the south end of the northeast parking area, remain in their vehicle, and await further instructions from HP. Let them know that depending on the numbers of vehicles to be checked that it could take a while before they can be further processed.
- c. If the vehicle exterior is not contaminated, complete a gross survey (hands, face, feet) of the individuals in the vehicles. If not contaminated direct them to drive back to George Washington Way via the north drive onto Lindberg Street and to proceed home.
- d. If monitoring indicates a person is contaminated, direct them to park their vehicle on the south side of the northeast parking area, remain in their vehicle, and await further instructions from HP. Let them know that depending on the numbers of vehicles to be checked that it could take a while before they can be further processed.

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- e. Periodically note the background count rate, and if it is greater than 300 counts per minute (cpm) or appears to be increasing, inform the HP person in charge. The monitoring area may have to be relocated to a lower background area elsewhere in the parking lot.
- f. Upon completion of monitoring in the parking area, use the installed posts to place a barrier across the west end of the northeast parking area. Ensure that all controlled area portions of the northeast parking area are defined using yellow barrier tape. Refer to Attachment 6.1 for details.
- g. Request keys of vehicles found to be contaminated from the driver and track them using bags or envelopes labeled with the name and phone number of the driver. Indicate to the driver that their keys will be returned upon decontamination of the vehicle.
- h. Take the survey instruments and go to the monitoring and decon area and complete action in section 5.5.

5.3.2 ENOC Facility Coordinator

- a. The ENOC Facility Coordinator (727-0872 or 372-5494), who also fills the role of the Facility Emergency Director (FED) in accordance with the ENOC Facility Emergency Plan, is designated as the point of contact to ensure vehicles not associated with the evacuation are moved after receiving notification that Columbia Generating Station has declared a site evacuation.
- b. Vehicles in the parking lot will belong to Energy Northwest employees (controlled by signage). Vehicle owners will be located by the Zone Coordinator in the MPF or in the APEL where notification is made via the intercom system or bull horn.

5.4 Decon Personnel Duties

5.4.1 Health Physics

- a. Upon arrival back in the monitoring and decon area, ensure the area is properly set up. Refer to Attachment 6.3 and 6.5.
- b. Periodically note the background count rate, and if it is greater than 300 counts per minute (cpm) or appears to be increasing, inform the Person in Charge.
- c. Survey personnel coming into the monitoring area. Persons found free of contamination should be sent to the Skamania Room to wait for transportation home.
- d. When personnel contamination is found, direct the person to remove any contaminated clothing or personal possessions, and place into a plastic bag.

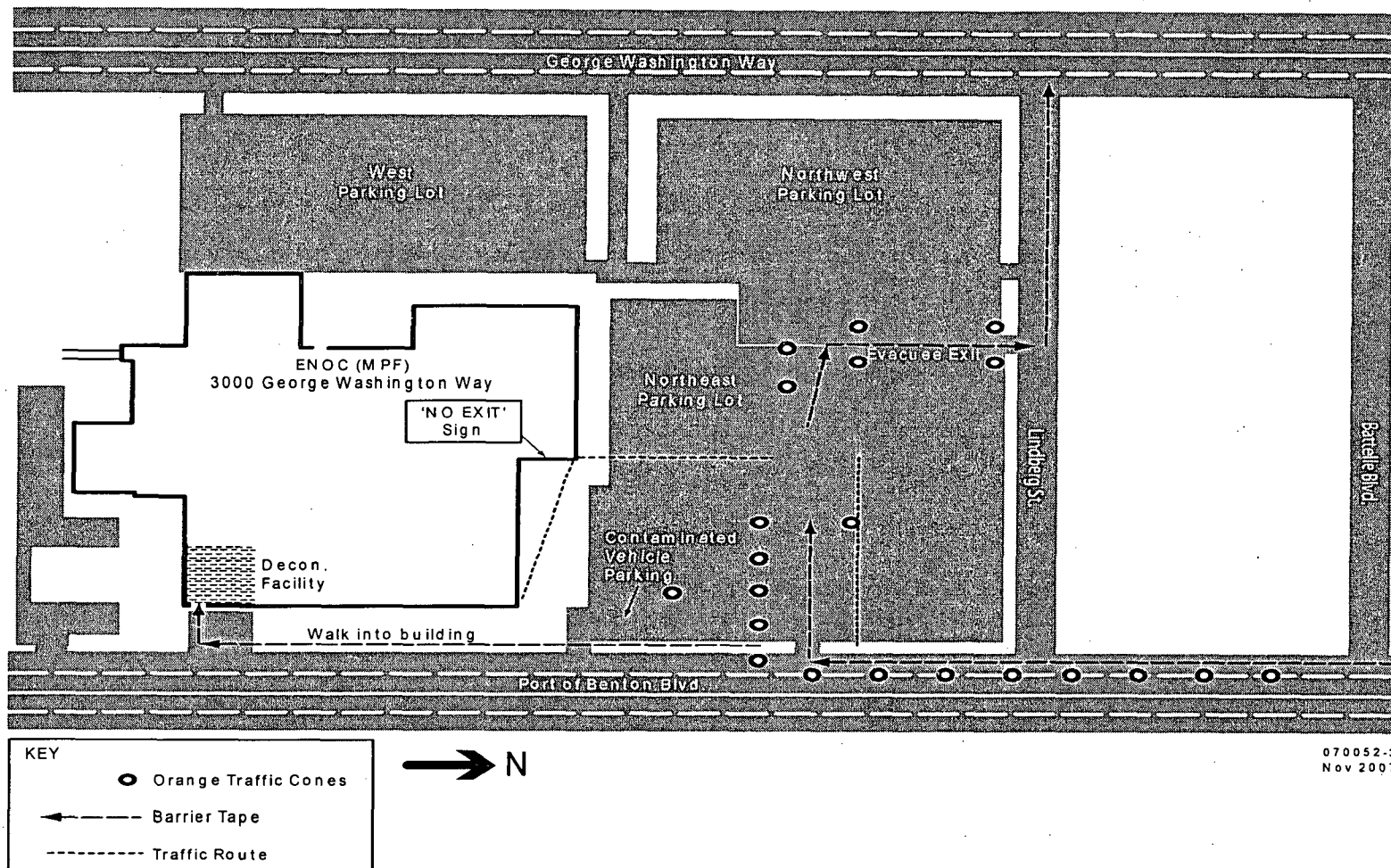
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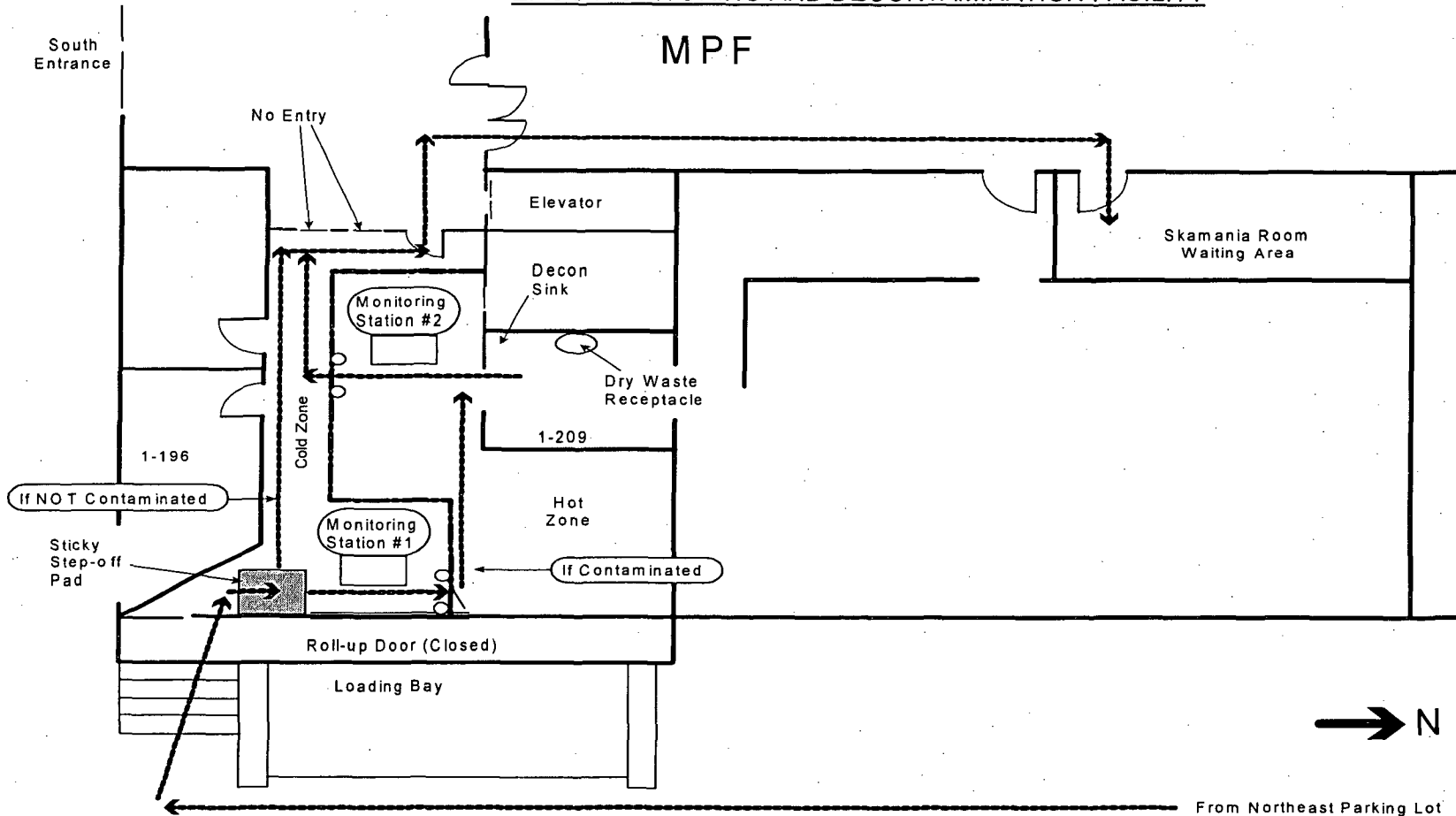
Seal the bag and label with the individual's name and phone number on the outside of the bag.

- e. If there is skin contamination, direct the individual into the decon area and complete decontamination.
- f. When contamination can no longer be detected, complete a record of decontamination activities on Attachment 6.4.
- g. When finished, direct evacuees to the Skamania Room until transportation can be arranged.
- h. At shift change fully brief your relief on the status of operations being performed.
- i. Upon completion of monitoring and decon operations, complete a survey of the decon area and remove any loose surface contamination found, and collect all relevant documentation for the REM.

6.0 ATTACHMENTS

- 6.1 Offsite Assembly Area Evacuation Route and Parking
- 6.2 Offsite Assembly Area Personnel Accountability Log
- 6.3 ENOC Monitoring and Decontamination Facility
- 6.4 Offsite Assembly Area Personnel Survey/Decontamination Log
- 6.5 Responder Duties Upon Arrival At the Offsite Assembly Area

OFFSITE ASSEMBLY AREA EVACUATION ROUTE AND PARKING

ENOC MONITORING AND DECONTAMINATION FACILITY

KEY

- Red Tape on Floor
- Path for Evacuees

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Nov 2007

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OFFSITE ASSEMBLY AREA PERSONNEL SURVEY/DECONTAMINATION LOG

Name/Contamination Location	Date/Time	Contamination Level (CPM above bkgd.)	Decon Date & Time	Resurvey Contamination Level	Surveyor Initials

NOTE: After this record is complete and is not required for immediate use, forward to the Health Physics person in charge or to the Radiological Emergency Manager.

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RESPONDER DUTIES UPON ARRIVAL AT THE OFFSITE ASSEMBLY AREA

Parking Area Set-up

1. Obtain the key to the Alternate EOF from the key box, located on the wall outside of room 1-200, next to the South door of the Alternate EOF, to your left upon entering the MPF through the south sliding glass doors. Break the plastic seal to open the box.
2. Go to the Alternate EOF storage room and load the cart with all the supplies contained in cabinet #1 and 2 as needed. The cart should be removed from the storage room prior to being filled.
3. Put on an orange traffic vest and take a portable radio (ensure radios are set to transmit and receive on channel 1) out of the canvas bag, and take the cart to the east entrance of the northeast parking lot.

<p>NOTE: Reference attachment 6.1 for information on set-up in the road and parking area.</p>
--

4. Set-out orange traffic cones to mark the entrance into the northeast parking area.
5. Place cones in parking area to define monitoring location.
6. Use caution tape to set-up a boundary using the metal posts from the entrance driveway south to the loading dock driveway, and then to the bottom of the stairs at the ENOC decon/monitoring receiving area entrance.
7. Set-up a monitoring area midway through the northeast parking area (stage remaining equipment).
8. Be prepared to provide a briefing to law enforcement personnel, if necessary.
9. Ensure evacuating vehicles pull into the northeast parking area north of the ENOC. Request two of the evacuees to obtain and log passenger names, vehicle license plate numbers, and destination phone numbers on attachment 6.2. This responsibility can be delegated to any Energy Northwest employee. Caution evacuees not to eat, drink, or smoke until cleared to do so by Health Physics.
10. Traffic cones should be placed approximately every 50 feet from the east entrance to the northeast parking lot drive way to approximately 1000 feet north to identify the traffic lane into the parking area.
11. Cordon off the entry to the northeast parking lot when the last vehicle has entered the lot for monitoring.

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Monitoring/Decontamination Area Set-up

1. The supplies for setting-up the monitoring/decontamination room are stored in one of the designated storage cabinets in the monitoring and decontamination area (yellow tie wrapped).
2. Get the key for the facility rooms (Skamania Room/Facility's Office) out of the key box located on the wall outside of room 1-200. The key has a large red tag and is labeled as "loading dock facility key".
3. The step-off pads are stored behind the storage lockers, and the stanchions are located by the outside door.
4. Set-up the room using the diagram on Attachment 6.3.
5. Install the spray nozzle on the faucet in the receiving area janitor's closet sink.
6. Post No entrance, No Exit signs. Refer to Attachment 6.1 and 6.3.

DATE: 12/13/07

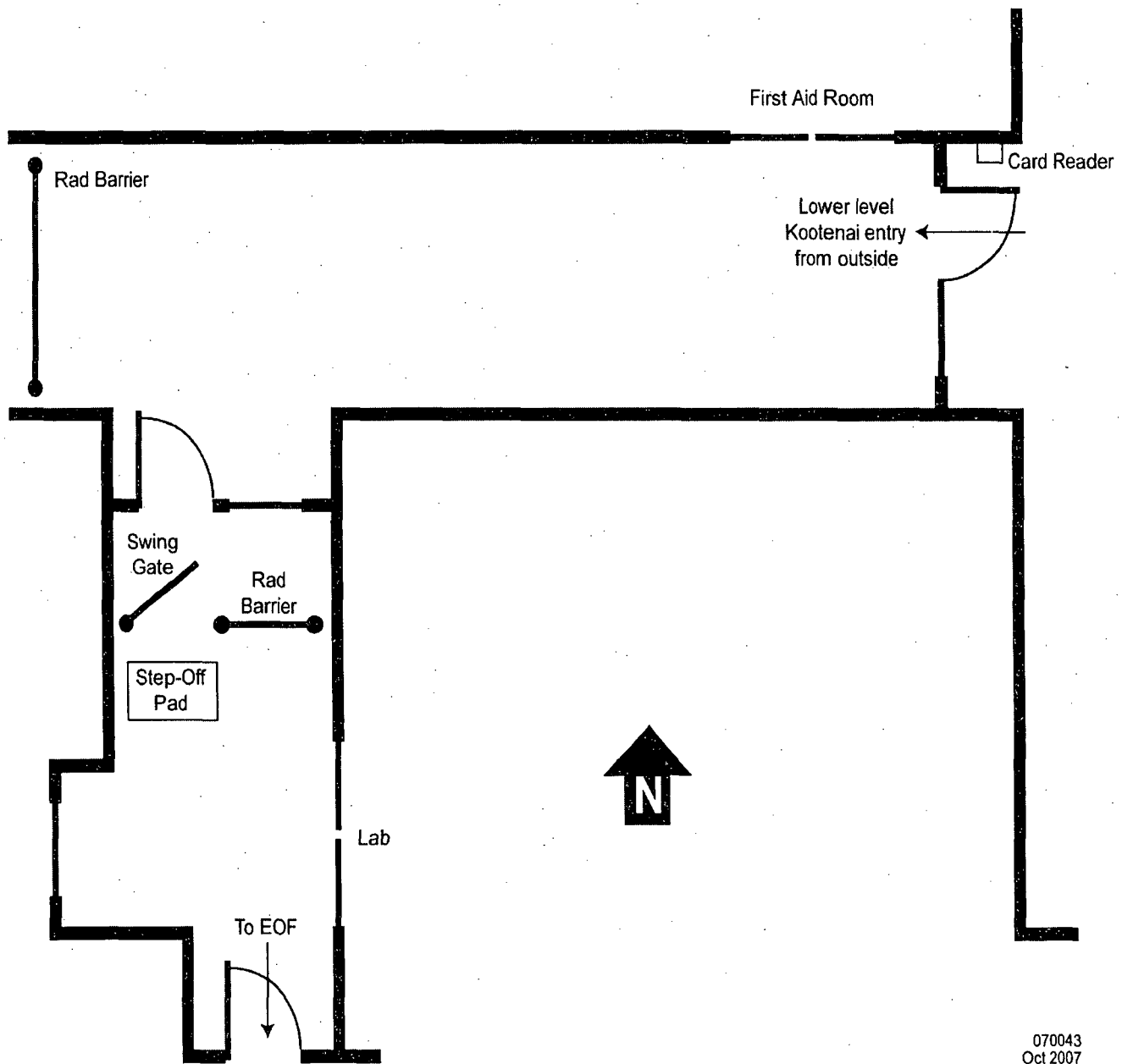
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Attachment 4.8, Typical Setup for Alternate HP Center Control Point

DATE: 12/13/07

Pkg. 2007-1012

EDITORIAL

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ENERGY-NORTHWEST
COLUMBIA GENERATING STATION
PLANT PROCEDURE MANUAL



13.11.10

Effective Date: 08/22/07

DIC # 1308.1

PCN# (If applicable) N/A

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All review and approval signatures are documented on the Procedure Revision Form

Procedure Revision Synopsis

Procedure is revised to eliminate offsite Security Force response to the Offsite Assembly Area in favor of local law enforcement response, as requested.

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1.0 PURPOSE

This procedure describes the emergency responsibilities of the Security Manager in coordinating the actions of the Security Force and, when necessary, local law enforcement agencies during emergency events.

2.0 REFERENCES

- 2.1 FSAR Chapter 13.3, Emergency Plan, Sections 2 and 6
- 2.2 PPM 13.5.1, Evacuation
- 2.3 PPM 13.10.8, Security Lieutenant Duties
- 2.4 PPM 13.13.4, After Action Reporting

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3.0 PROCEDURE

3.1 Security Manager Responsibilities

- 3.1.1 Proceed to the Emergency Operations Facility (EOF) when notified of an Alert, Site Area Emergency or General Emergency, or if so directed.
- 3.1.2 Sign in on the Sign-In Board, obtain procedure book from wall rack and supply drawer from EOF supply cabinet.
- 3.1.3 Notify the Site Support Manager or EOF Manager of your availability.
- 3.1.4 Establish and maintain periodic communication with the Security Supervisor and Security Communications Center (SCC).
- 3.1.5 Contact the SCC and the Security Lieutenant to inform them that you are present at the EOF. Advise the Security Lieutenant that you are assuming the Security Manager responsibilities, and assuming Site 1 evacuation notification responsibilities.
- 3.1.6 Record significant actions, events and their resolutions on the Emergency Response Log for attachment to your After Action Report. See PPM 13.13.4 for after action reporting.
- 3.1.7 Direct Energy Northwest Security assigned to roadblocks to control access as follows:

Admit personnel with identification establishing employment with Energy Northwest, DOE (or one of their subcontractors), state (Washington or Oregon), county, FBI, NRC, FEMA, Coast Guard, BPA or local law enforcement agencies without further clearance.
- 3.1.8 Obtain clearance for emergency vehicles and personnel to enter the Protected Area from the TSC Manager.
- 3.1.9 Make decisions on authorizing unbadged personnel access through Energy Northwest roadblocks or access to the EOF.
- 3.1.10 Evaluate Security manning needs and authorize the call out of additional personnel, as required.
- 3.1.11 Confer with the EOF Manager to determine if the emergency requires a Safety representative. If so, coordinate call-out with the Site Support Manager.
- 3.1.12 When an offsite accident results in injury or death to an Energy Northwest employee, obtain the name(s) and coordinate next-of-kin notification with the Human Resources Manager.

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- 3.1.13 Coordinate response actions with local law enforcement agencies as necessary. Provide information that may affect offsite traffic control point operations to the Local Law Enforcement Agency representative in the Benton or Franklin County EOC.
- 3.1.14 If the Offsite Assembly Area is expected to be used, contact the Benton County EOC and request local law enforcement agency support at the Offsite Assembly Area for crowd and traffic control.
- Begin planning and coordination actions with the Site Support Manager and Security Lieutenant for possible Gate 18 opening and traffic control assistance on Route 4 South.
- 3.1.15 At a Site Area Emergency, implement actions for evacuation of the Site. Refer to PPM 13.5.1 for Site evacuation information.
- 3.1.16 If evacuation or relocation of onsite or offsite Security personnel, including Post 21, is necessary due to an actual or potential radioactive release, coordinate with the REM regarding where to relocate and hazardous conditions to avoid.
- 3.1.17 Brief the EOF Manager on all Security operations and be prepared to offer update briefings to EOF staff in accordance with the guidelines of Attachment 4.1.
- 3.1.18 If a report is received of missing person(s) outside the Protected Area but within the Exclusion Area, coordinate search and rescue operations using the following as general guidelines:
- Attempt to locate the missing individual by using portable communications or public address systems available in the TSC.
 - Determine the missing individual(s) last known location and/or job assignment through the individual's supervisor/manager.
 - Using whatever resources are available (call-out as necessary), assign appropriate personnel to a search and rescue team.
 - If a radiological hazard is suspected, consult with the REM to determine radiological equipment needed, acceptable dose limits, and safe routes to and from search area(s).
- 3.1.19 Brief the search and rescue team members on:
- Who is designated team leader
 - Identity of missing individual(s)
 - Last known location(s)

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- Area(s) to be searched
- Expected conditions and hazards to be anticipated in the search area(s), and equipment needed
- Safe routes in, out, and within search area(s)
- Acceptable limits of exposure to hazards in search area(s)

3.1.20 Direct the team leader to establish and maintain radio communication with the EOF throughout search and rescue, and that you be informed of progress and any problems encountered.

3.1.21 Keep the EOF Manager informed of search and rescue progress and problems encountered.

3.1.22 When the search operation is terminated, ensure team members return equipment and receive radiological monitoring and decontamination, as necessary.

3.1.23 Direct team members to prepare an After Action Report per PPM 13.13.4.

3.1.24 Upon shift change, fully brief your relief on responsibilities, duties and current status of security actions being taken.

3.1.25 Upon shift change or termination of the emergency:

- Prepare an individual After Action Report. Refer to PPM 13.13.4. Forward the completed After Action Report to the EOF admin staff.

4.0 ATTACHMENTS

4.1 Security Manager Briefing Guidelines

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SECURITY MANAGER BRIEFING GUIDELINES

NOTE: Items listed here are suggested topics for routine update briefing. Items actually selected should be based on existing or projected situation conditions.

Security Manager update items:

- a. Security activities in support of emergency operations.
- b. Review Security requirements for EOF access, access roadblocks, plant badge issuance, etc.
- c. Status of Site (Protected Area and Exclusion Area) evacuation and accountability issues.
- d. Status of offsite agency response and civil authority roadblocks or river evacuation activities, if applicable.
- e. Summarize any significant discussions/direction from local law enforcement authorities.
- f. Problem areas needing resolution.
- g. NRC counterpart status report (if present).

Notes: _____
