

COMANCHE PEAK NUCLEAR POWER PLANT
EMERGENCY PLAN MANUAL

**DUTIES AND RESPONSIBILITIES OF THE
EMERGENCY COORDINATOR/RECOVERY MANAGER**

PROCEDURE NO. EPP-109

REVISION NO. 13

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EMERGENCY PLANNING MANAGER

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1.0 PURPOSE

The purpose of this procedure is to identify the duties and responsibilities of the Emergency Coordinator during a declared emergency.

This procedure also describes the duties and responsibilities of the Recovery Manager.

2.0 APPLICABILITY

This procedure is applicable to the following Emergency Response Organization position holders:

- Shift Manager
- TSC Manager
- EOF Manager

3.0 DEFINITIONS/ACRONYMS

None

4.0 INSTRUCTIONS

NOTE: Individual task lists, including specific steps to accomplish these tasks, are found in the Position Assistance Document (PAD). A PAD should be available for each position in the Emergency Response Facilities.

4.1 Responsibilities

- 4.1.1 Emergency Coordinator [C-05325]

4.1.1 (Continued)

NOTE: Duties and responsibilities assigned to the Emergency Coordinator are transferred to the Recovery Manager when the Recovery Organization is formed.
[C-05765], [C-05761]

- Immediately and unilaterally initiate all provisions of the CPNPP Emergency Plan, and for evaluation, coordination and control of all onsite activities related to the CPNPP emergency response until the event is closed out or the Recovery Organization is formed.
- Assess, classify and declare an emergency, and implement the Emergency Plan.
- Ensure notification of the Nuclear Regulatory Commission, Texas Department of Public Safety (DPS) in Waco, officials in Hood and Somervell counties, and any other emergency response organization as needed.
- Activate and direct the CPNPP Emergency Response Organization.
- Ensure the CPNPP emergency facilities remain fully and correctly staffed.
- Approve shift schedules that support long-term emergency response.
- Ensure communications with offsite emergency operations centers are established and maintained.
- Designate CPNPP personnel to interface with federal, state, and local authorities stationed at the emergency facilities.
- Evaluate actual or projected offsite radiological conditions in order to formulate protective action recommendations to offsite authorities.

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<p>4.1.1 (Continued)</p> <ul style="list-style-type: none"> ● Notify state and/or local officials of actual or projected dose to the population-at-risk based on the emergency classification. ● Conduct personnel accountability within the Protected Area with the assistance of CPNPP Security and each Emergency Facility Manager. ● Ensure personnel within the CPNPP Emergency Response Organization maintain logs of significant events, actions, and data. ● Authorize onsite protective actions such as building or site evacuation, use of potassium iodide, egress and access control and re-entry into evacuated areas. ● Request and provide support and assistance to federal, state, and local personnel, as appropriate. ● Coordinate offsite CPNPP emergency response activities with activities conducted on site. ● Ensure continuity of resources to permit continuous operation. <p>4.1.2 Recovery Manager</p> <p>Direct actions of the CPNPP Recovery Organization and to restore CPNPP to fully operational status.</p>		

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4.2 Non-delegatable Duties

The Emergency Coordinator shall not delegate decision making authority for:

- recommending use of potassium iodide.
- authorizing re-entry into evacuated onsite areas.
- authorizing personnel exposures in excess of 10CFR, Part 20 limits. [C-06380]
- making protective action recommendations to offsite authorities.
- approving notification messages. [C-05325]

4.3 Concept of Operations

4.3.1 In the event of an emergency condition at CPNPP, the on-duty Shift Manager is responsible for initiating the CPNPP Emergency Plan in accordance with various Emergency Planning Procedures and Position Assistance Documents.

4.3.2 At the onset of the emergency condition, the Shift Manager assumes the role of Emergency Coordinator. [C-05326]

4.3.3 The Shift Manager continues to function as the Emergency Coordinator until relieved, the emergency is closed out, or the Recovery Organization is established.

4.3.4 Transfer, of the position of Emergency Coordinator, between the Shift Manager and the TSC Manager shall be conducted as soon as possible to relieve the Shift Manager of administrative decisions not related to the safe shutdown of the affected unit. [C-05326]

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<p>4.3.5 The TSC Manager reports directly to the Control Room, assumes the duties of the Emergency Coordinator, and operates out of the Control Room until the TSC is activated.</p> <p>4.3.6 Transfer, of the position of Emergency Coordinator, between the TSC Manager and the EOF Manager shall be conducted when the Emergency Operations Facility is activated. [C-05326]</p> <p>4.3.7 The TSC Manager may maintain the responsibility to assess, classify, and declare an emergency when the position of Emergency Coordinator is transferred to the EOF Manager.</p> <p>4.3.8 The duties and responsibilities of the Emergency Coordinator are transferred after the successor has been briefed on current plant status and status of offsite and onsite emergency response activities.</p> <p>4.3.9 The Emergency Coordinator shall retain the duties and responsibilities until such time that the event is closed out, or the CPNPP Recovery Organization is formed and functional, and a transfer of authority has occurred between the Emergency Coordinator and Recovery Manager. [C-05325]</p>		

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<p>5.0 <u>REFERENCES</u></p> <p>5.1 CPNPP Emergency Plan, Section 1.0, 11.0</p> <p>5.2 NUREG-0654, REV. 1, FEMA-REP-1, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"</p> <p>5.3 Title 10, Code 10, Code of Federal Regulations, Part 20</p> <p>5.4 EPP-121, "Re-entry, Recovery and Closeout"</p> <p>5.5 EPP-201, "Assessment of Emergency Action Levels, Emergency Classification and Plan Activation"</p> <p>5.6 EPP-203, "Notifications"</p> <p>5.7 EPP-204, "Activation and Operation of the Technical Support Center (TSC)"</p> <p>5.8 EPP-205, "Activation and Operation of the Operations Support Center (OSC)"</p> <p>5.9 EPP-206, "Activation and Operation of the Emergency Operations Facility (EOF)"</p> <p>5.10 EPP-207, "Activation and Operation of the Joint Information Center"</p> <p>5.11 EPP-303, "Operation of Computer Based, Emergency Dose Assessment System"</p> <p>5.12 EPP-304, "Protective Action Recommendations"</p> <p>5.13 EPP-309, "Onsite/In-Plant Radiological Surveys and Offsite Radiological Monitoring"</p> <p>5.14 EPP-314, "Evacuation and Accountability"</p>		

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<p>5.15 ODA-102, "Shift Conduct, Responsibilities and Authorities"</p> <p>5.16 STA-101, "Nuclear Operations Organization"</p> <p>6.0 <u>ATTACHMENTS/FORMS</u></p> <p>6.1 <u>Attachments</u></p> <p style="padding-left: 40px;">None</p> <p>6.2 <u>Forms</u></p> <p style="padding-left: 40px;">None</p>		