

# CATEGORY 1

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SUBJECT: Forwards revised Radiological Emergency Plan Implementing  
Procedures for Kewaunee Nuclear Power Plant.Revised  
procedures supersede previously submitted procedures.

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NRC-99-066

**Wisconsin Public Service Corporation**  
(a subsidiary of WPS Resources Corporation)  
600 North Adams Street  
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1-920-433-5544 fax

September 3, 1999

10 CFR 50, App. E

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


Ladies/Gentlemen:

Docket 50-305  
Operating License DPR-43  
Kewaunee Nuclear Power Plant  
Radiological Emergency Response Plan Implementing Procedures

Pursuant to 10 CFR 50 Appendix E, Wisconsin Public Service Corporation hereby submits one copy of the latest revisions to the Kewaunee Nuclear Power Plant Radiological Emergency Response Plan Implementing Procedures (EPIPs). These revised procedures supersede the previously submitted procedures.

Pursuant to 10 CFR 50.4, two additional copies of this letter and attachment are hereby submitted to the Regional Administrator, U. S. Nuclear Regulatory Commission, Region III, Lisle, Illinois. As required, one copy of this letter and attachment is also submitted to the Kewaunee Nuclear Power Plant NRC Senior Resident Inspector.

Sincerely,

  
Mark L. Marchi  
Vice President-Nuclear

DLF/jmf

Attachment

cc - NRC Senior Resident Inspector, w/attach.  
US NRC, Region III (2 copies), w/attach.  
Electric Division, PSCW, w/o attach.  
QA Vault, w/attach.

9909080107 990903  
PDR ADDCK 05000305  
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**KEWAUNEE NUCLEAR POWER PLANT**

August 31, 1999

**EMERGENCY PLAN IMPLEMENTING PROCEDURES TRANSMITTAL FORM**

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C. Long - SBF/EMT (54)

C. Long - RPO (55)

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C. Long - RAF/RPO (106, 107)

C. Long - SBF/ENV (108, 109)

C. Long - SBF/EM Team (110, 111, 111A)

C. Long - T. R. Hospital (118, 119)

W. Flint - Cold Chem/HR Sample Room (113)

N. Deda - SBF/SEC (114)

M. Anderson - CR/Communicator (116)(Partial Distribution)

Simulator/Communicator (117)

J. Fletcher - Security (121)

N. Deda - Security Building (120)

K. Evers (125)

J. Stöefer (126)

Originals to KNPP QA Vault

Please follow the directions when updating your EPIP Manual. **WATCH FOR DELETIONS!!!** These are controlled procedures and random checks may be made to ensure the manuals are kept up-to-date.

**\*THIS IS NOT A CONTROLLED COPY. IT IS A COPY FOR INFORMATION ONLY.**

**KEWAUNEE NUCLEAR POWER PLANT  
 REVISION OF EMERGENCY PLAN IMPLEMENTING PROCEDURES  
 August 31, 1999**

Please follow the directions listed below. If you have any questions regarding changes made to the EIPs, please contact Dave Seehart at ext. 8719. If you are a controlled copy holder (see cover page), return this page to Diane Fencl by September 17, 1999, SIGNED AND DATED to serve as a record of revision.

DELETE		INSERT	
PROCEDURE	REV.	PROCEDURE	REV.
EP-EOF-8	Q	EP-EOF-8	R

I CERTIFY Copy No. \_\_\_\_\_ (WPSC No.) of the Kewaunee Nuclear Power Plant's EIPs has been updated.

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 DATE

Please return this sheet to *DIANE FENCL*.

*Diane Fencl*

Diane Fencl

Enclosure

# EMERGENCY PLAN IMPLEMENTING PROCEDURES

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EP-AD-4	KNPP Response to Alert or Higher	AA	01-19-99
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EP-AD-5	Emergency Response Organization Shift Relief Guideline	A	10-13-98
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EP-ENV-3C	Dose Projection Using KRDOSE Software	S	06-23-98
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EP-ENV-4C	Environmental Monitoring Teams	Deleted	04-13-90
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* EP-TSC-8B was totally deleted; therefore, EP-TSC-8C was changed to EP-TSC-8B			

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* EP-TSC-9A, Rev. D was totally deleted; therefore, EP-TSC-9B became EP-TSC-9A. EP-TSC-9B was previously EP-TSC-9C.			
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WISCONSIN PUBLIC SERVICE CORPORATION		NO. EP-EOF-8	REV. R
KEWAUNEE NUCLEAR POWER PLANT		TITLE: Continuing Emergency Notifications	
EMERGENCY PLAN IMPLEMENTING PROCEDURE		DATE AUG 31 1999	PAGE 1 of 9
REVIEWED BY <i>William M. Butler</i>		APPROVED BY <i>David R. Seibert</i>	
NUCLEAR SAFETY RELATED	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	PORC REVIEW REQUIRED	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
		SRO APPROVAL OF TEMPORARY CHANGES REQUIRED	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

## 1.0 PURPOSE

- 1.1 This procedure provides guidance to the Notifier (SEC-N), Control Room Communicator (CRCM), EOF Communicator (EOFCM), or Off-Site Communicator (OFFCM) for notification of Off-Site Authorities of an emergency event escalation, de-escalation, change in Protective Action Recommendation (PAR), termination, or entry into recovery, as directed by the Shift Supervisor (SS), Emergency Director (ED), or Emergency Response Manager (ERM).

## 2.0 GENERAL NOTES

- 2.1 If approached by the media during a declared emergency, refer them to the Joint Public Information Center (JPIC) at 920-433-1400 or 1 (800) 838-6192 and tell them that this is the most accurate source of information.

## 3.0 PRECAUTIONS AND LIMITATIONS

- 3.1 "Event Notice" EPIP Form AD 7.1 should be initiated and in progress to state and local emergency governments within 15 minutes of the emergency level being declared, or as soon as possible without further compromise to plant or public safety.
- 3.2 If an emergency class escalation, de-escalation, change in PAR, termination, or entry into recovery occurs during these notifications, disregard any remaining steps and return to step 5.1. Begin the appropriate actions and notifications for the new emergency level.

## 4.0 INITIAL CONDITIONS

- 4.1 When the State of Wisconsin Emergency Operations Center (State EOC) is activated this procedure shall be implemented upon declaration of an event
- ESCALATION, • DE-ESCALATION, • CHANGE IN PAR,
  - TERMINATION, or • ENTRY INTO RECOVERY, as directed by the SS/ED/ERM.



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## 5.0 PROCEDURE

5.1 **IF** the State is **NOT** activated, **GO TO** "Initial Emergency Notifications", EP-AD-7.

5.2 Event Notification (Using Primary Method, Dial Select)

5.2.1 Verify that any "Event Notice" EPIP Form AD 7.1 received from the SS/ED/ERM has their approval signature, date and time.

**NOTE:** *Either Warning Center I or Warning Center II may respond. Both are not required to respond.*

5.2.2 Pick up the Dial Select phone.

5.2.3 Verify the line is clear.

a. **IF** someone is using the Dial Select line, state that you have a "**PRIORITY 2**" notification. They will clear the line unless they have a "**PRIORITY 1**" call.

b. **IF** someone states they have a "**PRIORITY 1**" conversation, acknowledge their priority and monitor the call until they finish.

5.2.4 **WHEN** the line is cleared, dial "83-43-53" (agencies to be notified).

5.2.5 **IF** the Dial Select system is not operating, **GO TO** step 5.3, Event Notification (Using Secondary Method, Commercial Phone).

5.2.6 **WHEN** each party acknowledges:

a. Answer by stating "**This is the Kewaunee Nuclear Power Plant - Please stay on the line for a Nuclear Accident Reporting System (NARS) message.**"

b. Check them off on the "Event Notice" EPIP Form AD 7.1 (upper left hand corner).

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5.2.7 **IF** after five (5) rings a party has not answered:

- a. Press the individuals Dial Select number from the table below,
- b. **WAIT** up to five (5) more rings, **THEN** press the "#" key to cancel ringing.

AGENCY	DIAL SELECT #
All Call	83-43-53
State EOC	83
Kewaunee County EOC	43
Manitowoc County EOC	53

- 5.2.8 **IF** unable to contact a specific agency, continue with the notification of agencies on the line.
- 5.2.9 **Using number and letter designation** (Ref: "Phonetic Alphabet" EPIP APPX-A-1, Attachment A-1.1), read aloud, **SLOWLY AND DELIBERATELY**, the message text (from "Message Start" to "Message End") of the "Event Notice" EPIP Form AD 7.1.
- 5.2.10 With all agencies remaining on the line, ask the **STATE EOC** person to repeat back the message.
- 5.2.11 **IF** required, contact agencies not responding on Dial Select. **GO TO** step 5.3 below.
- 5.2.12 **GO TO** step 5.4, "Internal Notification Follow-Up."

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5.3 Event Notification (Using Secondary Method, Commercial Phone)

AGENCY	COMMERCIAL #
State EOC	1 (800) 943-0003
Kewaunee County EOC	1 (920) 487-5257
Manitowoc County EOC	1 (920) 683-4916

5.3.1 **UNLESS** an agency is already notified using Dial Select, dial the agency numbers in the order shown above.

5.3.2 **WHEN** the party answers, using number and letter designation, (Ref: "Phonetic Alphabet" EPIP APPX-A-1, Attachment A-1.1), read aloud **SLOWLY AND DELIBERATELY**, the message text of the "Event Notice" EPIP Form AD 7.1.

5.3.3 **UNTIL** all agencies have been notified, repeat steps 5.3.1 and 5.3.2.

5.4 Internal Notification Follow-Up

5.4.1 Inform the JPIC/Plant Communicator in the EOF after each Event Notice has been transmitted to the state and counties.

5.4.2 Inform the SRCL in the EOF after each Event Notice has been transmitted to the state and counties.

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5.5 Notification of the ERO

**NOTE:** *IF access to Meridian Mail is delayed or problems are encountered when implementing procedure step 5.5.1, proceed with the pager activations (step 5.5.2) and return to step 5.5.1 as time permits.*

5.5.1 Record message on Meridian Mail.

**NOTE:** *Review steps (a) through (o) and fill in the information in step (g) before picking up the telephone receiver.*

**NOTE:** *Any PBX extension can be used to access the Meridian Mail.*

- a. Dial "1700" on any WPSC PBX Telephone (extension xxxx).
- b. **IF** the PBX phone system is inoperable:
  - Dial "1-920-498-5213" from any Kewaunee (388-xxxx) or other non-Green Bay external telephone company exchange line; **OR**
  - Dial "498-5213" from any Green Bay (433-xxxx 498-xxxx etc.) external telephone company exchange; **OR**
  - Dial "9-1-920-498-5213" from a centrex (431-xxxx) exchange located in the EOF.
- c. **WHEN** Meridian Mail answers, Dial "1580#115800#."
- d. **WHEN** acknowledged, Dial "82" (Greeting Maintenance).
- e. **WHEN** acknowledged, Dial "3" (Temporary Greeting).
- f. **WHEN** acknowledged, Dial "5" (Record External Greeting).

**NOTE:** *The information to complete the following greeting can be found on "Event Notice" EPIP Form AD 7.1.*

- g. **AT THE TONE**, record the following greeting:

"This is the Kewaunee Nuclear Power Plant. A(n) (*enter event*) was declared at (*time*) on (*date*). Please report to your duty station immediately. I say again, please report to your duty station immediately."

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- h. Dial "#" (Stop Recording).
- i. Dial "2" (Review Greeting).
- j. **IF** greeting is not the same as recorded in step (g), return to step (d).
- k. **IF** greeting is correct, Dial "9" (expiration date and time).
- l. Press "#" (default expiration month).
- m. Press the number of tomorrows date and # (expiration day) (example: **IF** today is October 4, **THEN** enter "5#").
- n. Press "0400#" (expiration time).
- o. Press "83" (logoff) then hang up.

#### 5.5.2 Activate Radio Pagers

**NOTE:** Any PBX telephone extension can be used to activate the pagers.

**NOTE:** To activate all of the pagers for Directors and other staff for an unusual event, you must repeat steps 5.3.2 through 5.3.7 for the pager codes 9211 and 9222.

- a. **WHEN** directed by the SS/ED/ERM, activate the radio pager selected codes.
- b. Dial ext. "5213" on any WPSC PBX Telephone (extension xxxx).
- c. **IF** the PBX phone system is inoperable:
  - Dial "1-920-498-5213" from a Kewaunee (388-xxxx) or other non-Green Bay external telephone company exchange line; OR
  - Dial "498-5213" from any Green Bay (433-xxxx 498-xxxx etc.) External telephone company exchange; OR
  - Dial "9-1920-498-5213" from a centrex (431-xxxx) exchange located in the EOF.

- a. Dial 1-800-839-6734 on the EOF fax machine telephone receiver.

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- b. Follow the prompts and enter "1115947," (the seven digit mailbox number).
- c. Enter 985947, (pin code).
- d. Press "#."
- e. Enter 008#, (broadcast list number).
- f. Press "#," (immediate delivery).
- g. Place the document in the fax machine.
- h. Press the **start (or fax)** button.
- i. Hang up the telephone receiver.

**NOTE:** Detailed instructions for the use of the EOF fax machine are contained in "Communication System Description" EPIP APPX-A-1, section 5.10.

5.6.2 **IF** the Fax broadcast capability is lost, send fax copies of the "Event Notice" EPIP Form AD 7.1 to the following locations individually:

Letter Designator	Remote Fax Location	Remote Fax Number
B	Wisconsin DEM (EOC)	9-1-608-242-3299
C	Wisconsin-Rad. Protection (EOC)	9-1-607-242-3285
E	Kewaunee Co. EG (EOC)	9-1-920-487-2963
F	Manitowoc Co. EM (EOC)	9-1-920-683-4568
H	INPO	9-1-770-644-8549
I	Point Beach Nuclear Plant	9-1-920-755-6233

5.7 Return to EP-AD-3, EP-AD-4, or EP-EOF-4 at the step you left that procedure.

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## 6.0 FINAL CONDITIONS

- 6.1 The off-site notification implemented upon declaration of an event  
 •DECLARATION, •ESCALATION, •DE-ESCALATION, •CHANGE IN  
 PAR, •TERMINATION, or •ENTRY INTO RECOVERY, is complete.

## 7.0 REFERENCES

- 7.1 Kewaunee Nuclear Power Plant Emergency Plan
- 7.2 EPIP APPX-A-1, Communication System Descriptions
- 7.3 EPIP APPX-A-2, Response Personnel Call List
- 7.4 EPIP APPX-A-3, Off-Site Support Agency Telephone Numbers
- 7.5 EP-AD-3, KNPP Response to an Unusual Event
- 7.6 EP-AD-4, KNPP Response to Alert or Higher
- 7.7 EP-EOF-4, Corporate Action for Alert or Higher
- 7.8 EPIP EP-Appendix B, Forms

## 8.0 RECORDS

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Event Notice, EPIP Form AD 7.1

### 8.1.2 Non-QA Records

None