

EMERGENCY PLAN IMPLEMENTING PROCEDURES

REVISION CONTROL SHEET

Revision No. 12

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## 1.0 PURPOSE

This procedure provides instructions for evacuation to a safe assembly area and for accountability of personnel at the DAEC.

## 2.0 APPLICABILITY

- 2.1 This procedure applies to all personnel on site for an event classified as an ALERT or greater.
- 2.2 This procedure also applies to events or conditions for which an accountability check is desired.

### NOTE:

A Plant Evacuation is defined as an evacuation of personnel from selected buildings or facilities at the DAEC, where the evacuated personnel are reassembled at locations on the site.

A Site Evacuation is defined as an evacuation of some or all personnel from the DAEC site to an offsite location.

## 3.0 RESPONSIBILITIES

### 3.1 Operations Shift Supervisor

- 3.1.1 Initiate the Evacuation Alarm for any event classified as an ALERT or greater. The evacuation alarm may also be sounded for other events.
- 3.1.2 Ensure onsite personnel are notified by an audible evacuation signal and that appropriate announcements are made on the paging system.
- 3.1.3 Account for all on duty shift operating personnel.

### 3.2 Emergency Coordinator

- 3.2.1 Authorize evacuation from the site of all non-essential personnel for a SITE or GENERAL EMERGENCY.
- 3.2.2 Ensure that key TSC functions are re-established in the Control Room if TSC habitability is determined to be unsatisfactory.

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### 3.3 Security Shift Supervisor

- 3.3.1 Ensure accountability for all personnel within the Protected Area.
- 3.3.2 Control access to and from the site during evacuation.
- 3.3.3 Ensure that access controls are established during events classified as an ALERT or greater at the Technical Support Center (TSC), Contractor Change House, OSC Locker Room, and Control Room.

### 3.4 Operations Support Center Supervisor

- 3.4.1 Organize and control evacuated personnel at the Operations Support Center (OSC).
- 3.4.2 Assist in accounting for personnel assigned to the OSC.

## 4.0 INSTRUCTIONS

### 4.1 Plant Evacuation

- 4.1.1 The Operations Shift Supervisor shall direct activation of the Evacuation Alarm for approximately ten (10) seconds for any event classified as an ALERT or greater. The evacuation alarm may also be sounded for other events, such as:
  - a) a NOTIFICATION OF UNUSUAL EVENT which warrants evacuation.
  - b) other occurrences which require the evacuation of any part of the plant.

#### NOTE:

For accountability purposes, evacuation of any area of the plant requires evacuation of the entire plant.

- 4.1.2 The nature and location of the problem may preclude egress through specific areas of the Power Block Structure during evacuation. The Operations Shift Supervisor shall evaluate this potential and, if a problem exists, ensure that as part of the evacuation announcement (See 4.1.3, following) direction is provided to avoid those areas.

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**NOTE:**

In such cases, safe evacuation from the Power Block Structure may require use of doors which are normally locked and alarmed, and which are not normally available for routine entrance or exit. Use of such doors for emergency evacuation will, of course, sound these alarms. Security personnel should recognize that such alarms may be expected during an evacuation.

- 4.1.3 Upon completion of the tone alarm, an evacuation announcement shall be made on the paging system, as follows:

ATTENTION ALL PERSONNEL:

An ALERT/SITE EMERGENCY/GENERAL EMERGENCY has been declared. All personnel onsite shall evacuate to their designated evacuation centers.

Provide additional specific instructions, as required .

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- 4.1.4 Repeat the tone alarm and paging instructions.
- 4.1.5 All onsite personnel shall proceed without delay to the following predesignated assembly areas, as depicted in Attachment 1, "Onsite Assembly Locations".

**Note**

It is each employee's responsibility to heed any instructions given over the paging system regarding unsafe areas or locations, and to act accordingly.

- a. Predesignated personnel shall report to the TSC as specified in EPIP 2.2, "Activation and Operation of the Technical Support Center."
- b. All other Iowa Electric DAEC personnel except the on-shift operating crew and security personnel shall report to the OSC as specified in EPIP 2.1, "Activation and Operation of the OSC."
  - 1) The on-shift operating crew will report to the Control Room.
  - 2) Security personnel will begin implementing their assigned duties.

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- c. Contract personnel shall report to the Contractor Change House.
  - d. Visitors shall be escorted to the Security Control Point. Upon the visitors' exit from the Protected Area, the escorts shall then proceed to their assigned areas.
  - e. Personnel onsite but outside of the Protected Area will report to the Security Control Point.
- 4.1.6 Personnel who evacuated the Power Block Structure by way of alarmed doors shall report immediately to the OSC to be monitored, since they will have bypassed the portal monitor at Access Control.
- a) They shall also report to the Central Alarm Station the location of the alarmed door by which they evacuated.
  - b) They shall then report to their designated assembly area for accountability purposes.
- 4.1.7 Security Force personnel shall make a tour of the buildings and grounds on the site but outside of the Protected Area Boundary.
- a) Iowa Electric and other DAEC assigned personnel shall be directed to report to the Security Control Point.
  - b) Other personnel discovered on company property shall be escorted to the Security Control Point.

NOTE:

All personnel assembled at the Security Control Point shall remain at that location until an accountability check, discussed in paragraph 4.2, has been accomplished and any required personnel monitoring, as discussed in paragraph 4.5 has been completed.

4.2 Accountability Determination

- 4.2.1 Supervisory personnel at each assembly area, as noted below, shall assist Security Force personnel in accounting for individuals assembled at that location by listing on Attachment 2 the individuals present and their security badge numbers and providing the list to Security.

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- a) Operations Shift Supervisor - Shift Operating Crew.
- b) TSC Supervisor - TSC Personnel.
- c) OSC Supervisor - OSC Personnel.

**NOTE:**

A member of the Security Force may conduct the accountability check at the Locker Room in lieu of the OSC Supervisor.

- 4.2.2 A Security Force member shall conduct the accountability check for personnel assembled at the Contractor Change House.
- 4.2.3 A Security Force member or other individual designated by the Security Shift Supervisor shall account for all personnel who assemble at the Security Control Point outside of the Protected Area Boundary.
- 4.2.4 Accountability of personnel evacuated from locations inside the Protected Area Boundary shall be conducted by verifying that missing security badges from the Badge Board located at the Security Control Point are accounted for either on:
  - a) The lists of personnel assembled at emergency response centers developed in steps 4.2.2 and 4.2.3, and
  - b) Personnel identified on the Emergency Assignment Tag Board located in the hall near the Security Control Point.
- 4.2.5 The results of this accountability check shall be reported to the Security and Support Supervisor who shall inform the Emergency Coordinator.

**NOTE:**

This check shall be accomplished within 30 minutes of annunciation of the Evacuation Alarm.

- 4.2.6 In the event that an accountability for all personnel is not initially established:
  - a) Contact shall be made with emergency response center supervisory personnel to determine if the individual(s) is/are in fact present
  - b) If not present, an effort should be made to determine the individual(s) last known location.

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4.2.7 Rescue efforts conducted in accordance with EPIP 4.3, "Rescue and Emergency Repair Work" shall be initiated for any individual(s) confirmed to be missing.

#### 4.3 Maintenance of Accountability

4.3.1 If the evacuation was conducted due to a local radiation emergency, personnel may be released to return to their normal work areas, with the exception of the affected local area, upon authorization of the Emergency Coordinator.

4.3.2 If the evacuation was conducted due to an emergency condition classified as an ALERT or greater:

- a) Security Force members or designees will be stationed at the Control Room, the TSC, the Contractor Change House, and the Locker Room.
- b) Personnel who enter or leave each area will be recorded on an Accountability Maintenance form, Attachment 3.

4.3.3 Access control at each emergency response center shall be maintained until deleted at the discretion of the Emergency Coordinator. Normally, control of egress/ingress will be maintained until the emergency condition is under control and the Emergency Response Organization is deactivated.

#### 4.4 Site Access Control

4.4.1 A Security Force member shall be provided with a list of all personnel granted unescorted access and be stationed on the access road at the site boundary.

4.4.2 Personnel who desire access to the site will be stopped by the Security Force member prior to being granted such access.

- a) If the individual desiring access is recognized by the Security Force member, access shall be granted.
- b) If the individual desiring access is not recognized, the Security Force member shall verify the identity of the individual by requesting some form of identification and verifying that unescorted access is authorized before allowing the individual to proceed.

#### NOTE:

A current valid drivers license is a suitable form of identification.



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- c) If the individual desiring access is not on the list, access shall be permitted only if authorized by the Security and Support Supervisor.

4.4.3 Local law enforcement agencies will establish access control west of the site at four corners as part of the local county and state emergency response function.

- a) When such control has been established, contact shall be made by the local law enforcement agency with the Security Shift Supervisor.
- b) The Security Force member stationed on the access road at the site boundary shall provide the local law enforcement agency individual with the copy of the list of authorized personnel granted unescorted access.
- c) The access control function provided by the Security Force member shall be continued by the local law enforcement official.
- d) The Security Shift Supervisor shall be responsible for coordination with the local law enforcement official, as required, to authorize personnel access to the site.

#### 4.5 Habitability Checks and Monitoring of Personnel

4.5.1 Verification of assembly area habitability will be accomplished as specified in EPIP 3.1, "Onsite Radiological Monitoring".

- a) If the TSC is not habitable, personnel who normally shall be relocated to the Control Room include:
  - 1) Emergency Coordinator
  - 2) TSC Supervisor
  - 3) Site Radiation Protection Coordinator
  - 4) Technical and Engineering Supervisor
  - 5) Electrical Maintenance Supervisor
  - 6) Mechanical Maintenance Supervisor
  - 7) NRC Communicator
- b) Additional TSC personnel may be relocated to the Control Room as authorized by the Emergency Coordinator.

- c) TSC personnel who are not relocated to the Control Room shall relocate to the second floor of the Security Building, if habitable, or to the Offsite Relocation and Assembly Area (ORAA), if not.
- d) In the event that the OSC and Contractor Change House are not habitable, personnel assigned to those areas shall be redirected to the ORAA.

4.5.2 Radiological monitoring of personnel to be released from the site shall be accomplished as follows:

- a) If no abnormal radiological release has occurred or is in progress, any personnel surveys conducted shall be at the option of the Site Radiation Protection Coordinator.
- b) If an abnormal release has occurred or is in progress or personnel contamination is suspected, monitoring for contamination shall be conducted as directed by the OSC Supervisor.

4.5.3 Monitoring of personnel for contamination will normally be accomplished at Access Control.

- a) Such monitoring may also be accomplished at the Security Control Point at the option of the Site Radiation Protection Coordinator.

NOTE:

Monitoring of personnel assembled at the Security Control Point will normally be accomplished there so as to preclude any need for access to the Protected Area.

- b) If background radiation levels are such that personnel surveys cannot be effectively accomplished on site, personnel monitoring will be accomplished at the ORAA.

#### 4.6 Site Evacuation

4.6.1 Evacuation of the site for nonessential personnel may be required based upon:

- a. Severity of the event - Nonessential personnel shall be evacuated for a SITE or GENERAL EMERGENCY unless radiological environmental conditions prohibit.
- b. Habitability of assembly areas.

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- 4.6.2 In making determinations as to non-essential personnel to be evacuated.
- a. Consideration needs to be given to the type of emergency being experienced. For example, evacuation of personnel through the SCP may complicate a security related condition.
  - b. Consideration needs to be given to the personnel who should remain based upon the emergency condition and skills which may be required on short notice.
  - c. Consideration should be given to maintaining an adequate level of support services personnel; e.g., administrative, procurement, and clerical personnel.
  - d. Generally, personnel to be evacuated shall be those in the Contractor Change House and those in the OSC Locker Room who have no Emergency Assignment Tag Board duties.
- 4.6.3 Evacuation of personnel from the site will be authorized by the Emergency Coordinator.
- 4.6.4 If evacuation is required and authorized, it shall be directed by the OSC Supervisor and coordinated with the Security Shift Supervisor.
- a. The Security Shift Supervisor shall advise the local law enforcement official located at the four corners of the planned evacuation.
  - b. Personnel being evacuated shall deposit their security badges in the receptacle at the egress card reader but retain their TLD and dosimetry which will be turned in at the ORAA.
- 4.6.5 If a total site evacuation is required including evacuation of the Security Facility due to a radiological or other environmental condition, the following items will be removed from the Security Facility and taken to the ORAA.
- a. The storage boards used for dosimetry and security badges.
  - b. All radios and emergency access key rings.
  - c. All access lists and accountability lists.
  - d. The Palo key ring.

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- 4.6.6 Evacuation from the site shall normally be to the ORAA at the Palo School unless otherwise directed by the Emergency Coordinator.
- a. If the radiological release and meteorological conditions are such that evacuation to the Palo facility is inappropriate, an alternate location shall be selected by the Emergency Coordinator based upon input from the Site Radiation Protection Coordinator.

NOTE:

The Emergency Coordinator should also consult with the Emergency Response and Recovery Director regarding an alternate location for site evacuees.

- b. A page system announcement shall be made notifying evacuees of the alternate offsite assembly area.
  - c. Activities at the ORAA shall be as specified in EPIP 2.3, "Activation and Operation of the Offsite Relocation and Assembly Area".
  - d. In the event that decontamination of personnel, equipment or vehicles is required, such efforts shall be conducted by Health Physics personnel as directed by the OSC Supervisor or designated alternate at the ORAA.
- 4.6.7 Site evacuation shall be by the routes shown in Attachment 4, using personal transportation.
- a. The south route from the plant will normally be used for site evacuation unless inclement weather, high traffic density or radiological conditions dictate use of the northern route.
  - b. Security personnel shall provide traffic control onsite and at the ORAA as specified in EPIP 2.3, "Activation and Operation of the Offsite Relocation and Assembly Area".
  - c. Accountability of personnel during evacuation shall be maintained.
- 4.6.8 An accountability check should be performed once personnel have arrived at the alternate assembly location. Personnel may then be released, or requested to stay, as necessary.
- 4.6.9 The ORAA will also be used, if necessary, as a staging area for assembling, briefing, and equipping personnel who are assigned to re-enter the site following an incident.

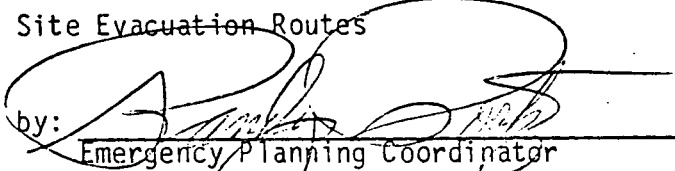
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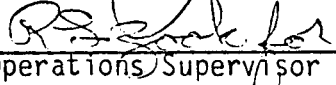
5.0 REFERENCES

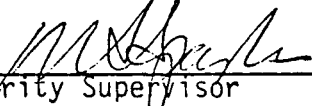
1. Duane Arnold Energy Center Emergency Plan
2. Iowa Electric Light and Power Company Corporate Emergency Response Plan

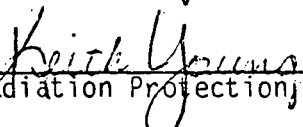
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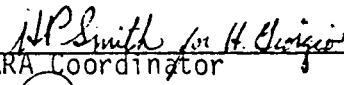
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2. Accountability Check
3. Accountability Maintenance
4. Site Evacuation Routes


Approved by:  Date 1/25/83  
Emergency Planning Coordinator

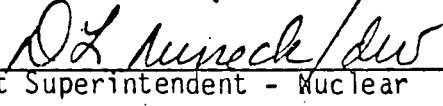
Approved by:  Date 1-31-83  
Operations Supervisor

Approved by:  Date 2-14-83  
Security Supervisor

Approved by:  Date 2/14/83  
Radiation Protection Supervisor

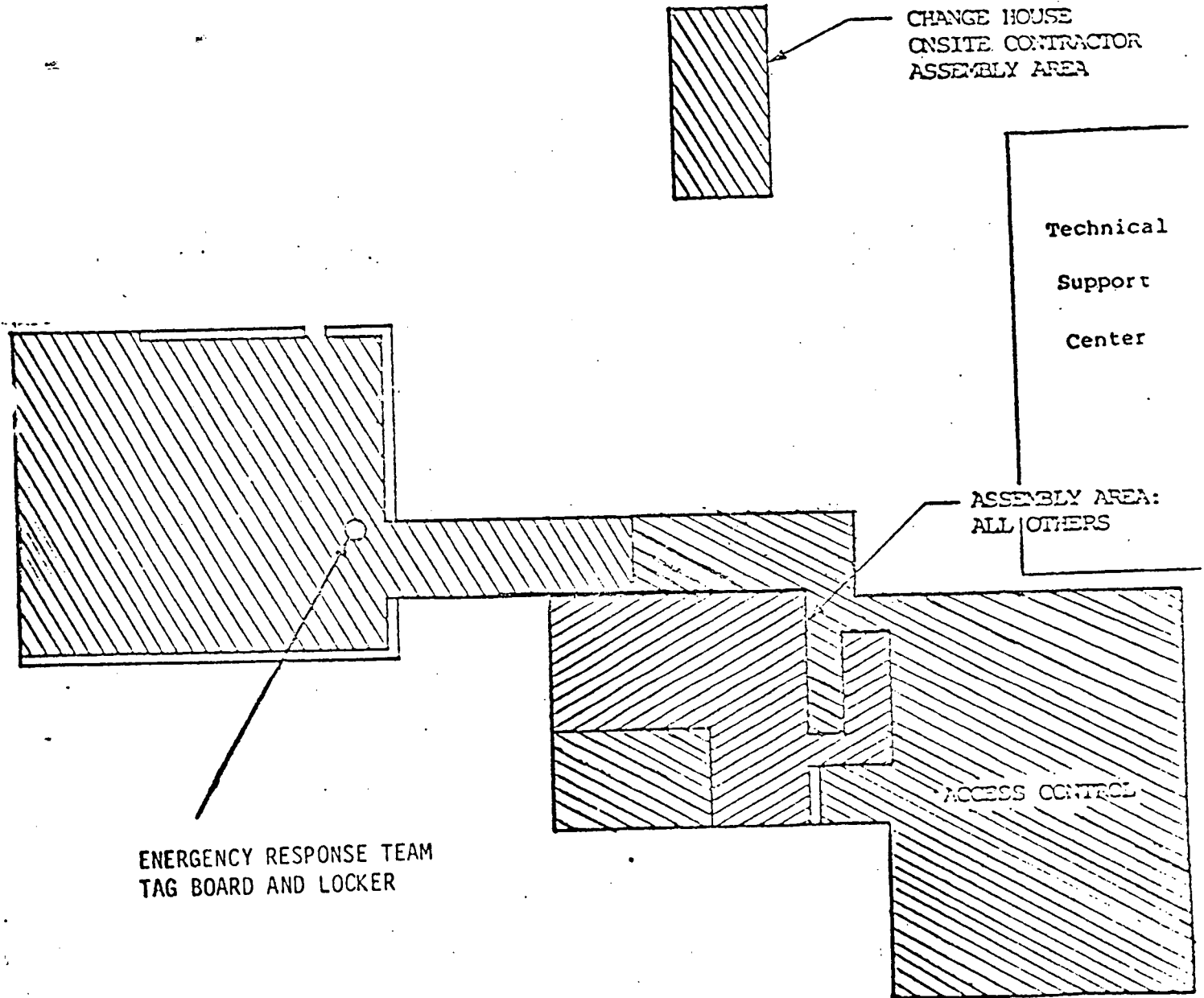
Reviewed by:  Date 2/15/83  
ALARA Coordinator

Reviewed by:  Date 3-11-83  
Operations Committee Chairman

Approved by:  Date 3-11-83  
Plant Superintendent - Nuclear

ATTACHMENT 1

ONSITE ASSEMBLY LOCATIONS



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ATTACHMENT 2  
ACCOUNTABILITY CHECK

LOCATION: _____ TIME/DATE COMPLETED: _____ COMPLETED BY: _____	
<u>PERSONNEL</u>	<u>SECURITY BADGE NUMBER</u>
REVIEWED BY: _____	TIME/DATE _____





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ATTACHMENT 4  
SITE EVACUATION ROUTES

