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ENCLOSURE 3

NUCLEAR AFFAIRS AND EMERGENCY PLANNING

PLANNING ORDERS	REV. #	TCN	TITLE
S0123-NP-1	REV. 0	TCN 0-1	NUCLEAR AFFAIRS AND EMERGENCY PLANNING RESPONSIBILITIES AND OFFSITE INTERFACES

NA&EP DESKTOP PROCEDURES		
CHAPTER: 10	Review and Control	
	Approved: <u>K. M. Keller</u> Manager, NA&EP	
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- 1.0 The NA&EP Desktop Procedures are based on guidance contained in the SONGS Emergency Plan and such other federal guidance affecting emergency planning and preparedness. The Manager, Nuclear Affairs and Emergency Planning (NA&EP) is responsible for establishing and maintaining the contents of the procedures. The procedures will be reviewed bi-annually, during the first and third quarters, by the Manager, NA&EP. Portions of the procedures which require action by other SCE organizations will be coordinated in concurrence with that organization prior to final approval.

RESPONSIBILITY: Manager, NA&EP

- 2.0 Distribution of the procedures will be made to each member of the NA&EP staff. NA&EP staff members will be responsible to make recommended changes to the procedures as dictated by changes to the SONGS Emergency Plan and federal guidance. Recommended changes will be submitted to the Manager, NA&EP as required. Changes to the procedures will be distributed in accordance with paragraph 5.0 of this section.

RESPONSIBILITY: Manager, NA&EP

- 3.0 NA&EP staff members assigned specific responsibility by any procedure will ensure compliance with that procedure. In the event circumstances require deviation from the procedure, a written report setting forth the circumstances and a recommended course of action will be submitted to the Manager, NA&EP for review and approval.

RESPONSIBILITY: NA&EP Staff.

- 4.0 A list of the approved procedures is in the Table of Contents section.

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5.0 Copies of the NA&EP Procedures will be provided to the following:

Manager, Emergency Planning & Public Affairs
 Manager, Site Emergency Preparedness
 Site Manager, Quality Assurance
 Each NA&EP Staff Member

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RESPONSIBILITY: Manager, NA&EP

6.0 When additions, deletions and revisions are made to the NA&EP Desktop Procedures, these changes will be delineated by a line-bar at the change line on right hand side of page with an A (addition), D (deletion), or R (revision), as appropriate.

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RESPONSIBILITY: Manager, NA&EP

7.0 Changes to the NA&EP Desktop Procedures will be routed for comment or acceptance utilizing the Change Review Request Form (Attachment 1).

RESPONSIBILITY: Manager, NA&EP

8.0 The bi-annual reviews of the NA&EP Desktop Procedures should be kept in NA&EP files for three years. At the end of three years, the files shall be archived to CDM, Irwindale for a five year retrievable status. After five years the records may be eliminated.

RESPONSIBILITY: NA&EP Administrative staff

**ATTACHMENT 1
DESKTOP PROCEDURES
CHANGE REVIEW REQUEST FORM**

Review Initiated By: _____ Date/Issue: _____

Chapter No: _____ Affected Pages: _____

Date Review Initiated: _____ Response Required By: _____

Return Comments to: _____ Telephone: _____

Reasons for Review: _____

NOTE !

**RESPONSE MUST BE RECEIVED BY THE
ABOVE DATE TO INSURE CONSIDERATION**

To be Reviewed by:

NAME	DIV.	INITIALS	ACCEPTANCE STATUS*	COMMENTS	RESOLUTION

* Acceptance Status Codes:

A - Document acceptable as received

B - Document acceptable with comments

C - Document not acceptable for reasons stated

CC: CDM
NA&EP File

NA&EP DESKTOP PROCEDURES		
CHAPTER: 31	Agreements For Offsite Transportation and Medical Services Approved: <u>K.M. Allin</u> Manager, NA&EP	
Page 1 of 3	Date: 9/30/93	REV: 3

1.0 Agreements in support of arrangements for transportation of and medical services for treatment of contaminated, injured individuals have been established with local hospitals and transportation agencies. Nuclear Affairs and Emergency Planning (NA&EP) shall be responsible for the annual review of these agreements unless a longer term is specified in any particular agreement. NA&EP shall also be responsible for the renewal of these agreements.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

2.0 The agreements for transportation and medical facility services comply with the following references:

2.1 SONGS Emergency Plan

2.2 10CFR 50.47(b)(12)

2.3 NUREG 0654/FEMA REP-1

2.4 FEMA Guidance Memorandum MS-1, Revision 1

3.0 AGREEMENTS

3.1 Southern California Edison currently has agreements with the following medical facilities.

(1) Samaritan Medical Center
 654 Camino De Los Mares
 San Clemente, CA 92672
 Contact: Chief Executive Officer

(2) Mission Regional Medical Center
 27700 Medical Center Road
 Mission Viejo, CA 92691
 Contact: Administrator

(3) South Coast Medical Center
 31872 Coast Highway
 South Laguna, CA 92677
 Contact: Administrator

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- (4) Tri-City Medical Center
4002 Vista Way
Oceanside, CA 92056
Contact: Chief Executive Officer

3.2 Southern California Edison currently has agreements with the following transportation agencies:

- (1) LifeFleet
1890 So. Betmor Lane
Anaheim, CA 92805
Contact: Regional Sales Manager
- (2) LifeFlight, San Diego
225 Dickinson Street
San Diego, CA 92103-1990
Contact Person: Chief Flight Nurse

3.3 Southern California Edison currently has agreements with the following physicians:

- (1) Saddleback Valley Surgical Medical Group
26732 Crown Valley Parkway, Suite 351
Mission Viejo, CA 92691
Contact Person: S. De Santis, M.D.

3.4 Southern California Edison currently has an agreement with the City of San Clemente. The Fire Department of the City of San Clemente shall provide emergency medical assistance to any individual suffering injuries, injuries complicated by radiation contamination or excessive radiation exposure within the city limits of the City of San Clemente as a consequence of a general emergency at the SONGS facility.

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4.0 CHECKLIST

- 4.1 NA&EP shall determine the status of agreement renewals as per Attachment 1, "Status Checklist for Written Agreements with Offsite Medical Services". The Status Checklist serves as a tracking system to determine the disposition of agreement renewals. Checklists shall be maintained in NA&EP files.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

5.0 DOCUMENTATION

- 5.1 NA&EP shall review agreements as early in the calendar year as possible to determine if renewal is required or appropriate, otherwise the review status disposition will be documented on the status checklist.
- 5.2 Copies of signed agreement renewals shall be submitted to:
- (1) Station Emergency Preparedness (SEP) for inclusion in the SONGS Emergency Plan,
 - (2) Corporation Documentation Management (CDM) to be archived, and
 - (3) NA&EP files.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

REVISION 3

OFFSITE MEDICAL SERVICE	AGREEMENT SENT (DATE/ INITIALS)	SIGNED LETTER RECEIVED (DATE/ INITIALS)	COPY SUBMITTED TO S.E.P. (DATE/ INITIALS)	COPY SENT TO CDM (DATE/ INITIALS)	COPY TO NA&EP FILE (DATE/ INITIALS)	REVIEW REMARKS (DATE/ INITIALS)	TERM OF AGREEMENT
Saddleback Valley Surgical Group - Physicians Samaritan Medical Center Mission Regional Medical Center LifeFleet, Anaheim South Coast Medical Center LifeFlight, San Diego Tri-City Medical Center City of San Clemente							4/15/92 - 6/30/96

NA&EP DESKTOP PROCEDURES		
CHAPTER: 41	Medical Emergency Drill	
	Approved: <u>K. M. Bellin</u> Manager, NA&EP	
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- 1.0 The Medical Emergency Drill shall be conducted in compliance with NUREG 0654/FEMA REP 1, REV 1 and the SONGS Emergency Plan. At least one drill per year, will be conducted involving Site personnel, offsite ambulance services, and one of the hospitals which have agreements with SCE. The timing of these drills will coincide with the semi-annual training programs that are provided for all agreement hospitals and ambulance services.

Each annual onsite/offsite drill, meeting the requirements of the Emergency Plan, will involve a different agreement hospital each year until all have participated. In addition, in-hospital, mini drill training will be scheduled each year for the agreement hospitals that do not participate in the Emergency Plan Medical Emergency Drill. Additional training in the format of a medical seminar is offered annually, usually during the fourth quarter.

- 1.1 A hardcopy product of training sessions (lesson plans, handouts, etc.) and drills (scenario, data, etc.) including critiques, will be maintained in a binder labeled Medical Drill 199X as a control copy for reference.

RESPONSIBILITY: Manager, NA&EP

- 2.0 These drills will be coordinated with the Emergency Services Office of SEP, Security and the Health Physics organization to minimize interference with outages and other training programs. Target areas for initiating events for the drill will be varied. Controllers will be assigned so that both onsite and offsite portions of the drill are well coordinated and properly evaluated.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics.

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3.0 A checklist, scope and objectives, and a detailed scenario will be developed and coordinated with non-players onsite and offsite department/agencies to ensure a smooth flow of play and the ability to demonstrate the identified objectives. Players involved as victims will be thoroughly briefed and prepared to ensure a challenge to participants involved. Moulage kits will be used to prepare the victims to enhance realism.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics.

4.0 Concurrent with the annual drill, an inventory check of hospitals' radiation emergency medical equipment cart will be conducted. The inventory shall be performed within a calendar year and results mailed to cognizant hospital personnel, with a copy to NA&EP file. Deficiencies or replacement items will be tracked by a follow-up inventory check or notice of correction per due date. NA&EP shall review the proposed plan/procedure for handling contaminated, injured persons annually.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

5.0 A critique will be held to evaluate both onsite and offsite activities at the conclusion of the drill. Each controller will submit a written evaluation of their portion of the drill which will serve as the basis for a written critique. Verbal critiques will be conducted at the hospital, including the onsite participants, as soon as the drill is concluded, and the results of this critique will be factored into the written onsite critique. A separate written critique will be prepared and forwarded to participating offsite facilities.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics.

6.0 Drill findings will be addressed in accordance with the corrective action process as described in EPIP S0123-VIII-0.200.

RESPONSIBILITY: Manager, NA&EP.

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7.0 Copies of the written critique affecting onsite activities will be provided within 30 days of the drill to the:

- . Manager, Emergency Planning and Public Affairs;
- . Manager, Nuclear Affairs & Emergency Planning;
- . Supervisor, Nuclear Affairs;
- . Manager, Site Emergency Preparedness;
- . Supervisor, Site Emergency Planning;
- . Manager, Station Health Physics;
- . Regional Managing Physician, SCE Mesa Medical;
- . Security;
- . Fire Chief;
- . Emergency Planning Engineer - Health Physics;
- . Drill Controllers;
- . Drill Participants;
- . NA&EP Files;
- . CDM Files.

RESPONSIBILITY: Manager, NA&EP

8.0 Copies of the critique will be provided within 30 days of the drill to the offsite hospital and ambulance service participants and the

- . Manager, Emergency Planning and Public Affairs;
- . Manager, Nuclear Affairs & Emergency Planning;
- . Supervisor, Nuclear Affairs;
- . Regional Managing Physician, SCE Mesa Medical;
- . Manager, Site Emergency Preparedness;
- . Supervisor, Site Emergency Planning;
- . Emergency Planning Engineer - Health Physics;
- . NA&EP Files;
- . CDM Files.

RESPONSIBILITY: Manager, NA&EP

9.0 Copies of correspondence developed for the scope and objectives for the scenario, as well as the written critiques will be submitted to CDM and maintained in NA&EP files for three years. After three years, the records shall be archived to CDM, Irwindale for five years.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics.

NA&EP DESKTOP PROCEDURES		
CHAPTER: 42	Communications Drill	
	Approved: <u>K.M. Miller</u> Manager, NA&EP	
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1.0 This procedure addresses emergency preparedness with respect to the Field Team Communications Drill as described in the SONGS Emergency Plan, Section 8.1.3.7. Compliance with this procedure will be demonstrated as follows:

1.1 The communication links between SONGS EOF and State and local Emergency Operations Center and field assessment teams shall be exercised at least once annually during an emergency drill or exercise.

1.1.1 See Attachment 1 for typical objective and corresponding criteria to satisfy this exercise.

1.2 An independent Offsite Dose Assessment Center (ODAC) radio net test will be performed on a quarterly basis, in accordance with ODAC Manual procedure E-11, to ensure equipment operability and the capability to communicate between SONGS EOF and the following field team staging sites: (see Attachment 2 for address and phone contacts). NA&EP is responsible for coordinating the test.

<u>Location</u>	<u>Radios</u>
Oceanside (Fire Station #1)	3
Orange County (Fire Station #9)	6
Orange County (Fire Station #22)	6
San Clemente (Fire Station #3)	2
Camp Pendleton (Fire Station #6)	1
Camp Pendleton (Fire Station #7)	1
Camp Pendleton (Fire Station #8)	1
Hovercraft Area	1
ODAC	4

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

2.0 The holders of the radios are offsite emergency response personnel. The assignment of the radios is the responsibility of the respective jurisdictions' Emergency Planning Coordinator. The minimum number of radios at each location is identified in Section 1.2.

3.0 Maintenance of the radios is coordinated by the offsite Emergency Planning Coordinators and the NA&EP ODAC representative.

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3.1 Replacement batteries are maintained by SCE Telecomm. NA&EP will exchange replacement batteries in the field at each location identified in Attachment 2. The used batteries will be returned by NA&EP to Telecomm. for servicing. This exchange will be performed twice annually in January and June.

3.2 The radios identified in Section 1.2 are maintained by Orange County Communications (OCC). They will be collected by Orange County personnel in coordination with NA&EP once a year, starting in January. Radios experiencing problems will be forwarded to Orange County for servicing. Replacement radios will be provided in exchange. Contact for Orange County is:

Chief, Support Services, 714-938-4312

3.3 The ODAC base console radio, portable radios and handsets are maintained by SCE Telecommunications in accordance with FCC regulations.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

4.0 Records will be maintained in NA&EP files.

4.1 A copy of the results of the quarterly radio drill will be discussed with the IPC members for their information and disposition.

4.2 A copy of the results from the annual ODAC Communications Drill will be forwarded to CDM.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

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NUCLEAR AFFAIRS AND EMERGENCY PLANNING
ODAC COMMUNICATIONS EXERCISE CRITERIA
REVISION 2

1.0 ODAC COMMUNICATIONS

OBJECTIVE: Demonstrate the ability of EOF/ODAC to communicate with State and local Emergency Operations Centers and field teams.

EVALUATORS:

EVALUATION CRITERIA:

- 1.1 All players for this objective should be among those who would actually respond in the event of an emergency. SAT _____ UNSAT _____
- 1.2 ODAC base radio/FM communicator was able to communicate directions to field team(s). Good communications were maintained throughout - able to request confirmation several times when occasion arose (three times). SAT _____ UNSAT _____
- 1.3 Field teams were able to communicate information to EOF/ODAC. Good communications maintained; received data. SAT _____ UNSAT _____
- 1.4 ODAC personnel were able to communicate with local EOCs and exchange information. Good discussion and exchange of information. SAT _____ UNSAT _____
- 1.5 ODAC personnel were able to communicate with State SOC and exchange information. Good discussion and exchange of information. SAT _____ UNSAT _____

COMMENTS:

NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 2

Location & Designation of Offsite Emergency Equipment: Plume
Survey Kits (PSK) and radios.

PSK IDENTIFIER

LOCATION

1-6	Rad Mon Captain FS #9 26312 Via Curacion Mission Viejo, CA 92675 714-582-9260
7-13	Rad Mon Captain FS #22 24001 Paseo De Valencia Laguna Hills, CA 92653 714-837-5471
14	Public Health Physicist Orange County Health Care Agency 2009 East Edinger Ave. Santa Ana, CA 92702 714-667-3605
20	San Clemente Fire Dept., Sta. #3 1030 Calle Neggocio San Clemente, CA 92672 714-361-8271
30-32	Oceanside Fire Dept., Sta. #1 706 Third St. Oceanside, CA 92044 619-966-4883
40-43	(40) Camp Pendleton Fire Dept., Sta. #3 Hovercraft, 92055 619-725-2426 (41) Camp Pendleton Fire Dept. Las Pulgas, Sta. #6 619-725-4831 (42) Camp Pendleton Fire Dept. San Onofre, Sta. #7 619-725-7170

ATTACHMENT 2
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OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 2

PSK IDENTIFIER

LOCATION

(43) Camp Pendleton Fire Dept.
Christianitos, Sta. #8
619-725-7343/7605

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EOF Storage/Mesa
NA&EP Health Physics
714-368-8326

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NA&EP DESKTOP PROCEDURES		
CHAPTER: 71	Maintenance & Construction Procedure for Community Alert Siren System	
	Approved: <u>K. M. Allen</u> Manager, NA&EP	
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1.0 Nuclear Affairs and Emergency Planning (NA&EP) has the overall responsibility for the administration of the Community Alert Siren System in accordance with NA&EP Nuclear Order, SO123-NP-1. Facility Management Group of Nuclear Generation Site (NGS) has responsibility for the maintenance of the Community Alert Siren System. Nuclear Engineering Design (NEDO) of the Nuclear Engineering and Construction of NE&TS has the responsibility to provide engineering design support for modification and/or new construction of Community Alert Siren.

RESPONSIBILITY: Supervisor, Nuclear Affairs

2.0 MAINTENANCE: Facility Management Group and SONGS Telecommunications will perform the biweekly, quarterly tests, assist in the annual test, and provide routine maintenance and repair of the Community Alert Siren System. PACBELL and AT&T may be required to provide maintenance and repair assistance if a problem is identified with telecommunication circuits. SONGS Telecommunications will submit a TROUBLE TICKET that identifies the organization(s) responsible for repairs.

2.1 Maintenance requests may be generated from two sources; 1) the jurisdiction that has the control panel; or 2) during scheduled testing of the siren system. A jurisdiction may observe a warning indicator light on the siren control panel and call in a trouble ticket to SCE's Telecommunication Control Center (818) 308-6181. During the biweekly, quarterly and annual testing SONGS Telecommunications may determine a siren problem beyond their capability to repair, and call the SCE Telecommunication Control Center to establish a trouble ticket for repairs. The trouble ticket will be assigned for repair if it is a telecommunication circuit problem, or to contractor if a mechanical problem exists.

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2.2 POINTS OF CONTACT:

<u>NAME</u>	<u>PAX</u>	<u>ORGANIZATION</u>	<u>REMARKS</u>
Frank Walters	86121	Facilities Management Group	Will Coordinate Contractor
Paul Hawkins	88890	SONGS Telecommunications	Will Coordinate PACBELL & AT&T

RESPONSIBILITY: Supervisor, Nuclear Affairs

3.0 CONSTRUCTION: NA&EP will be responsible for determining when construction of additional sirens is required dependent upon new development within the EPZ. NA&EP will budget for new siren construction to include acoustical testing, equipment procurement, engineering design and construction. When new siren construction is required, NA&EP will establish a meeting with: Nuclear Engineering Design, Facility Management Group, SONGS Telecommunications, and Real Properties, Southern Region to coordinate timelines, costs and approval schedules for new construction.

3.1 Nuclear Engineering Design (NEDO) will be responsible for conducting the engineering design to include the Design Change Package (DCP) or Minor Modification Package (MMP) for new construction or modification to Community Alert Siren System.

3.2 Facility Management Group will be responsible for procurement of siren equipment and upon receipt of an approved DCP/MMP will bid the contract construction and supervise the construction of new sirens.

3.3 SONGS Telecommunication will be responsible for new telecommunication circuits and connection of new sirens to existing control panels.

3.4 NA&EP will be responsible for submitting appropriate documentation to FEMA for appropriate certification and acceptance of new sirens into Community Alert Siren System.

NA&EP DESKTOP PROCEDURES		
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3.5 Real Properties, Land Services, and Southern Region of Real Properties and Administrative Services will be responsible for acquiring the necessary jurisdictional permits, easements or rights-of-way needed to construct new sirens.

3.6 POINTS OF CONTACT:

<u>NAME</u>	<u>PAX</u>	<u>ORGANIZATION</u>
Frank Walters	86121	Facilities Management Group
Paul Hawkins	88890	SONGS Telecommunications
Herb Hendricks	51263	NEDO
Mark Meizner	50736	Real Properties Land Services
Jack Wallace	88334	NA&EP

RESPONSIBILITY: Supervisor, Nuclear Affairs

NA&EP DESKTOP PROCEDURES		
CHAPTER: 72	NA&EP Response for Inadvertent Siren Activation Approved: <u><i>R. M. Bellin</i></u> Manager, NA&EP	
Page 1 of 4	Date: 9/30/93	REV: 5

1.0 This procedure addresses the NA&EP responsibilities and notification actions in the event of inadvertent siren activation of the Community Alert Siren System. The offsite jurisdictions, with siren control panels, shall be responsible for notifying SCE of any inadvertent siren activation. Upon receiving a report from an offsite jurisdiction or other reliable source, a notification call out list will be activated as established in NGS Administrative Procedure SO123-XVIII-10.4 Rev 1, Siren-Community Alert Siren System Emergency Response for Inadvertent Siren Activation. SCE shall be responsible for assuring the offsite jurisdictions that no emergency exists and dispatching technical personnel to disable or shut off the siren. This procedure provides for the notification of Nuclear Affairs and Emergency Planning (NA&EP), who shall coordinate and notify the following: Engineering and Technical Services, offsite jurisdictions, State Office of Emergency Services (OES), Federal Emergency Management Agency (FEMA), and Corporate Communications.

RESPONSIBILITY: Supervisor, Nuclear Affairs.

2.0 Inadvertent siren activation during normal business hours.

2.1 Telephone calls from the public should be referred by Site Telephone Operators or Site Emergency Preparedness to Nuclear Affairs & Emergency Planning (PAX 88303), or the Manager of NA&EP or his designated representative after normal business hours.

2.2 Upon receiving a report of an inadvertent siren activation from a reliable source during normal business hours, the Manager, NA&EP or his designated representative, shall initiate the following actions:

2.2.1 Notify and coordinate release of information with the affected offsite jurisdiction and Corporate Communications.

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2.2.2 Notify the following:

- . R. M. Rosenblum PAX 50505
- . Manager, EP & PA (When Available)
- . Ralph Perry
(San Diego County) (619) 565-3490
FAX (619) 694-2514
- . Gene Begnell
(San Clemente) (714) 361-8244
FAX (714) 361-8245
- . Asst. Chief of Staff
Ops. & Training (USMC) (619) 725-6419
FAX (619) 725-5894
- . Mark Johnson
(Orange County) (714) 755-0567
FAX (714) 744-0531
- . Brian Perry
(San Juan Capistrano) (714) 493-1171
FAX (714) 493-1053
- . Steve Long
(State Parks) (714) 492-0802
FAX (714) 492-9437
- . Andy Anderson
(Dana Point) (714) 248-3535
FAX (714) 248-9920
- . State OES (916) 427-4013
- . Joe Dominguez
(FEMA IX) (415) 923-7178

2.3 If available, a coordinated statement shall be provided to all organizations called, however, absent this statement, notification will be made providing what information is available. Notifications may be accomplished simultaneously.

RESPONSIBILITY: Manager, NA&EP, or designated representative.

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CHAPTER: 72	NA&EP Response for Inadvertent Siren Activation	
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3.0 Inadvertent siren activation after-hours, weekends, and holidays.

3.1 The Manager, NA&EP, or his designated representative upon receiving a report of an inadvertent siren activation from the Edison Operator, SCE personnel, or reliable source, shall initiate the following actions:

3.1.1 Contact the Vice President, Engineering and Technical Services and the Manager, Emergency Planning and Public Affairs. | R

3.1.2 Contact the affected offsite jurisdiction utilizing the confidential offsite notification list.

3.1.2.1 Determine from the offsite agency if the siren has been disabled and if they have implemented their procedure for inadvertent activation. If possible, obtain a copy of their statement or EBS message and obtain a point of contact for a Corporate Communications representative to coordinate information for media requests.

3.1.3 Individual judgement will determine if the situation warrants an after-hours notification of State OES and FEMA. If an immediate notification is not necessary, they should be contacted at opening of business hours the next work day.

3.1.4 Contact the Edison Operator at (818) 302-1212 and ask for the Duty Corporate Communications person. Provide the Corporate Communications representative with appropriate information to include name and telephone number of the offsite jurisdiction point of contact for media response.

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Ask for a copy of the official SCE statement when prepared and coordinated. Telephone calls from the public should be referred to Nuclear Affairs & Emergency Planning (PAX 88303) during business hours, or the Manager of NA&EP or his designated representative after normal business hours.

RESPONSIBILITY: Manager, NA&EP, or designated representative.

4.0 Coordinating Instructions:

4.1 Contact NA&EP personnel in the following order:

<u>NAME</u>	<u>OFFICE/PAX</u>	<u>HOME</u>	<u>PAGER</u>
J. Wallace	(714)368-8334/88334	(714)492-1339	827868/69
or			
K. Bellis	(714)368-8316/88316	(714)498-4948	818538/39

4.2 Telephone calls from the public should be referred to Nuclear Affairs & Emergency Planning (PAX 88303) during business hours, or the Manager of NA&EP or his designated representative after normal business hours.

4.2.1 The public should be informed as a minimum that siren activation is accidental and no emergency condition exists at SONGS.

RESPONSIBILITY: Manager, NA&EP, or designated representative.

NA&EP DESKTOP PROCEDURES		
CHAPTER: 80	Review of Offsite Dose Assessment Center Manual	
	Approved: <u>K.M. Bellin</u> Manager, NA&EP	
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1.0 Each year during the month of May, a review of the subject manual will be accomplished by NA&EP personnel. Once this review is complete, then a meeting will be requested with Orange County Health Department and San Diego County Health Department representatives to coordinate a review of the manual, inasmuch as the ODAC Manual is a primary responsibility of the Interjurisdictional Planning Committee (IPC). Once comments and recommendations are developed by the Health Department representatives, the document will be retyped by NA&EP and formally submitted to the IPC for their approval. Once approved by the IPC, copies will be distributed in accordance with section 2.0 below.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics.

2.0 Copies of the Offsite Dose Assessment Center Manual will be provided to the following:

- . Manager, NA&EP;
- . Manager, Site Emergency Preparedness;
- . Emergency Planning Engineer, NA&EP;
- . Supervisor, Health Physics and Environmental;
- . San Diego County Radiological Health;
- . Orange County Radiological Health;
- . State of California Department of Health Services, Radiological Health Branch;
- . State of California, Office of Emergency Services, and such other offsite jurisdictions as designated by the IPC.
- . ODAC
- . Alternate EOF

RESPONSIBILITY: Emergency Planning Engineer - Health Physics.

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NA&EP DESKTOP PROCEDURES		
CHAPTER: 81	Offsite Emergency Response Equipment: Maintenance Procedure Approved: <u>K. M. Bellis</u> Manager, NA&EP	
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1.0 This procedure addresses emergency radiation monitoring equipment provided to the offsite jurisdictions by SCE. Specifically, this procedure provides guidance for the following:

- o Maintenance and calibration of Plume Survey Kit Equipment (PSK).
- o Procurement and distribution of Potassium Iodide.
- o Procurement and distribution of TLD Dosimetry.
- o Procurement and distribution of Thomas Brothers Emergency Planning Maps

The maintenance of PSK's in this procedure is in fulfillment of the SONGS Emergency Plan, Sections 7.1.7; and 8.3.

NA&EP is responsible for implementing these activities.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

2.0 Plume Survey Kit Equipment: Plume survey equipment is identified in Attachment 1.

2.1 General

2.1.1 NA&EP maintains an equipment service agreement with a contract laboratory ("LAB") to provide routine maintenance and calibration of radiation equipment.

2.1.2 NA&EP delivers equipment to the LAB per maintenance schedule provided by LAB. LAB services the equipment in accordance with acceptable maintenance and calibration procedures using certified standards and documents.

2.1.3 LAB labels equipment calibrated to indicate date of calibration and next service due

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2.1.4 Location: The location, number and designation of plume survey kits are listed in Attachment 1.

2.1.5 Documentation shall be maintained by NA&EP to ensure compliance with Section 8.3 of the SONGS E-Plan by checklist entry in Attachment 1.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

2.1.6 NA&EP shall be responsible for ensuring the following actions are accomplished:

2.1.6.1 Periodic inventory and operational checks of plume survey kit equipment during quarterly drills and training.

2.1.6.2 Calibration of plume survey equipment annually and within twelve months of the last calibration date.

2.1.6.3 ODAC Subcommittee review status of equipment annually for serviceability and replacement.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

3.0 Potassium Iodide (KI)

3.1 General

Procurement and location of KI for emergency workers is described herein. The ODAC Coordinator, in coordination with County/State Health Officials, recommends KI administration to emergency response personnel.

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3.2 Procurement

KI should be replaced every four years or as indicated by labeling from supplier. Prophylactic KI can be purchased under the label Thyro-Block, which is a trademark marketed by Wallace Lab. They are the sole supplier of tablet form. Thyro-Block in tablet form, packed in 100 bottles per carton should be procured from:

Wallace Laboratories
Sales Department
P.O. Box 1001
Cranbury, NJ 08512

Phone: (609) 655-6059

Note: This item is an over-the-counter product issued specifically for intended use: "Emergency Response Radiation Prophylactic". This information shall be stated on the order/letter requesting this product.

3.3 Location and Storage:

The location of KI repositories and requisite quantity per site is listed in Attachment 2.

3.4 Documentation will be maintained by NA&EP using the checklist in Attachment 2.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

4.0 TLD Dosimetry

4.1 TLD Dosimetry: NA&EP shall provide offsite agencies the requisite number of TLD's to ensure adequate dosimetry for emergency workers during exercises and emergencies. See Attachment 3 for identification of the offsite facility/agency, their location and requirement as established in the Offsite Emergency Plan (Orange County).

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4.2 Procurement

The TLD's shall be replaced every six months following the first issue date. See attachment 3. Collect TLD's to be replaced upon delivery of new issue and return to supplier. NA&EP maintains an Equipment Service Agreement with a contract laboratory ("LAB") which includes procurement of TLD's. "LAB" will procure TLD's on request (by telephone) and NA&EP representatives will pick up items when notified by LAB.

To order, call the following person at LAB and submit request for TLD's stating due date and quantity required.

Phone: (619) 455-2030, (0800-1630) Monday-Friday
 Name: Health Physics Administrator for Personnel Monitoring
 Company: General Atomics - Torrey Pines

4.3 Distribution

Deliver new TLD's to Orange County EMD - Radiation Officer for distribution to their respective response facilities. Attachment 3 lists the agencies requiring TLD's.

4.4 Documentation will be maintained in NA&EP files.

RESPONSIBILITY: Emergency Planning Engineer - Health Physics

5.0 Emergency Planning Maps

5.1 Emergency Planning Maps: NA&EP shall provide Emergency Planning Maps to appropriate offsite agencies in accordance with NUREG 0654 Section J and Appendix 4, and NUREG 0696. See Attachment 4 for identification of the offsite facility/agency and their map allocation. In addition, NA&EP will provide the appropriate quantity of 25" x 38" fold-out Emergency Planning Maps, when revised, to Site Emergency Preparedness (SEP) for distribution to Emergency Plan Holders.

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NA&EP DESKTOP PROCEDURES		
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5.2 Procurement

The Emergency Planning Maps shall be replaced, as necessary, based on significance of changes to San Diego and Orange Counties.

To order, contact Procurement with rough specifications and determine process for sole source procurement. As of the 1993 edition, the only vendor was Thomas Brothers Maps:

Phone: (714) 863-1984
 Title: Custom Map Products Representative
 Company: Thomas Brothers Maps
 17731 Cowan Street
 Irvine, CA 92714

5.3 Distribution

5.3.1 Deliver new Emergency Planning Maps to offsite facilities/agencies in accordance with Attachment 4. This attachment identifies the current distribution as of the 1993 Annual Emergency Planning Exercise.

5.3.2 Deliver the appropriate quantity of the 25" x 38" fold-out Emergency Planning Maps to SEP for distribution to Emergency Plan Holders.

5.4 Documentation will be maintained in NA&EP files.

Responsibility: Emergency Planning Engineer - Health Physics

NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

PLUME SURVEY KIT CONTENTS

- _____ 1. GM SURVEY METER
- _____ 2. HP-270 (BLACK PROBE)
- _____ 3. HP-260 (PANCAKE PROBE)
- _____ 4. BRASS PROBE
- _____ 5. AIR SAMPLE AND THREE CANISTERS
- _____ 6. BATTERY CONNECTOR
- _____ 7. FLASHLIGHT
- _____ 8. RADIAC WASH
- _____ 9. PAPER TOWELS
- _____ 10. ZIP LOCK OR PLASTIC BAGS
- _____ 11. PROTECTIVE CLOTHING (WITH SMEAR DISCS)
- _____ 12. TWO RESPIRATORS AND FILTERS
- _____ 13. PLUME SURVEY CHECKLIST
- _____ 14. PRE-SELECTED MONITORING POINTS
- _____ 15. FOLD OUT MAP
- _____ 16. CLIPBOARD, PENCILS
- _____ 17. MASKING TAPE

CLIPBOARD

- 1. INVENTORY LIST
- 2. PLUME SURVEY CHECKLIST
- 3. PRE-SELECTED MONITORING POINTS AND MAP
- 4. PLUME SURVEY FORM

NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

Location & Designation of Offsite Emergency Equipment: Plume
Survey Kits (PSK) and radios.

PSK IDENTIFIER

LOCATION

1-6	Rad Mon Captain FS #9 26312 Via Curacion Mission Viejo, CA 92675 714-582-9260	
7-13	Rad Mon Captain FS #22 24001 Paseo De Valencia Laguna Hills, CA 92653 714-837-5471	
14	Public Health Physicist Orange County Health Care Agency 2009 East Edinger Ave. Santa Ana, CA 92702 714-667-3605	R
20	San Clemente Fire Dept., Sta. #3 1030 Calle Neggocio San Clemente, CA 92672 714-361-8271	
30-32	Oceanside Fire Dept., Sta. #1 706 Third St. Oceanside, CA 92044 619-966-4883	
40-43	(40) Camp Pendleton Fire Dept., Sta. #3 Hovercraft, 92055 619-725-2426	R
	(41) Camp Pendleton Fire Dept. Las Pulgas, Sta. #6 619-725-4831	
	(42) Camp Pendleton Fire Dept. San Onofre, Sta. #7 619-725-7170	R

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NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

PSK IDENTIFIER

LOCATION

(43) Camp Pendleton Fire Dept.
Christianitos, Sta. #8
619-725-7343/7605

50

EOF Storage/Mesa
NA&EP Health Physics
714-368-8326

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ATTACHMENT 2
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NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

Storage Location of Potassium Iodide

<u>LOCATION OF STORAGE</u>	<u>QUANTITY, CARTONS</u>	<u>EXPIRATION</u>
Mission Medical Center 27700 Medical Center Road Mission Viejo	1	Oct. 1995
Orange County Emergency Mgmt. Div. 400 Civic Center Dr. Santa Ana, Building 12	1	Oct. 1995
FS #9 26312 Via Curacion Mission Viejo, CA 92675	1	Oct. 1995
FS #22 24001 Paseo De Valencia Laguna Hills, CA 92653	1	Oct. 1995
Orange County Health Care Agency 2009 East Edinger Ave. Santa Ana, CA 92702	1	Oct. 1995
Sta. #3 San Clemente Fire Dept. 1030 Calle Neggocia San Clemente, CA 92702	1	Oct. 1995
Sta. #1 Oceanside Fire Dept. 706 3rd St. Oceanside, CA 92054	15 bottles	Oct. 1995
Sta. #3 Camp Pendleton Fire Dept. Hovercraft Area 92055	See EOC	Oct. 1995
Sta. #7 Camp Pendleton Fire Dept. Las Pulgas Station	See EOC	Oct. 1995
Sta. #8 Camp Pendleton Fire San Onofre	See EOC	Oct. 1995
Sta. #9 Camp Pendleton Fire Dept. Christianitos Station	See EOC	Oct. 1995
EOF Storage Room SCE-EOF/TEC, Mesa - SONGS	4	Oct. 1995
San Juan Capistrano City of San Juan Capistrano 32400 Paseo Adelanto San Juan Capistrano, CA 92675	1	Oct. 1995

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NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

Storage Location of Potassium Iodide

LOCATION OF STORAGE

QUANTITY,
CARTONS

EXPIRATION

Camp Pendleton EOC - Command Center,
Bldg. 1244

1

Oct. 1995

ATTACHMENT 3
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NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

Distribution of Emergency Worker TLD Dosimetry
Offsite Emergency Response Facility/Agency and TLD Requirement

<u>Agency</u>	<u>Number</u>
Orange County EOC	200
*Orange County Fire Dept. & others	
San Clemente EOC	80
San Juan Capistrano EOC	30
Dana Point EOC	45
Capistrano Unified School District	140
Orange County Transit District	80
Orange County Sheriff-Coroner	220
Orange County Environmental Management Agency	30
Orange County Health Care Agency/Emergency Medical Services	125
County Health Care Agency/Arrival Center/ Orange County Dept. Animal Control	15
California State Dept. of Parks & Recreation	<u>50</u>
	Total 1015

*Replacement every six months - on or before April 1 and
October 1.

ATTACHMENT 4
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NUCLEAR AFFAIRS AND EMERGENCY PLANNING
OFFSITE EMERGENCY RESPONSE EQUIPMENT
REVISION 1

EPZ THOMAS BROS. MAPS - DISTRIBUTION LIST
UPDATED SEPTEMBER 1993

	Pull Down Roller-North	Pull Down Roller-South	4' X 7' North Hard Mount	4' X 7' South Hard Mount	Combined Hard Mount
EOF					3
SEP	5	5			3
NA&EP	1	1			1
Santa Ana (CHP)	1				
Orange County (Comm. Ctr.)	1		1		
Orange County (EOC)	3		3	3	
ORCO Rad Health (JH)	1				
ENC					3
Headquarters & Support (IOC)	1	1			1
San Juan Capistrano (CHP)			2		
San Juan Capistrano (EOC)	1		1		
San Clemente (EOC)	2	2	2	2	
Dana Point (EOC)	1	1			1
Temecula (CHP)	1	1		1	
Westminster (CHP)			1		
State Parks	2	2			
San Diego (ODP)	1	1	1	1	
San Diego (CHP)			1	1	
Camp Pendleton (C. C.)	3	3			3
Oceanside (CHP)		2		1	
NRC Resident, Walnut Creek	2	2			2
FEMA	1	1			1
State OES	1	1			
Extra	7	7	3	1	2
TOTAL	35	30	15	10	20