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Duke Energy
DOCUMENT TRANSMITTAL FORM

Facility: **MCGUIRE NUCLEAR STATION**

SUBJECT

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Remarks: **Remove/Replace the following: Index, HP/0/B/1009/23, SR/0/A/2000/003, SR/0/A/2000/004**

AX45
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EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

PROCEDURE #	TITLE	REVISION NUMBER
RP/0/A/5700/000	Classification of Emergency	Rev. 029
RP/0/A/5700/001	Notification of Unusual Event	Rev. 034
RP/0/A/5700/002	Alert	Rev. 035
RP/0/A/5700/003	Site Area Emergency	Rev. 035
RP/0/A/5700/004	General Emergency	Rev. 033
RP/0/A/5700/006	Natural Disasters	Rev. 032
RP/0/A/5700/007	Earthquake	Rev. 027
RP/0/A/5700/008	Release of Toxic or Flammable Gases	Rev. 007
RP/0/A/5700/009	Collisions/Explosions	Rev. 004
RP/0/A/5700/010	NRC Immediate Notification Requirements	Rev. 031
RP/0/A/5700/011	Conducting a Site Assembly, Site Evacuation or Containment Evacuation	Rev. 020
RP/0/A/5700/012	Activation of the Technical Support Center (TSC)	Rev. 049
RP/0/A/5700/018	Notification to the State and Counties from the TSC	Rev. 031
RP/0/A/5700/019	Core Damage Assessment	Rev. 007
RP/0/A/5700/020	Activation of the Operations Support Center (OSC)	Rev. 032
RP/0/A/5700/022	Spill Response Procedure	Rev. 016
RP/0/A/5700/024	Recovery and Reentry Procedure	Rev. 002
RP/0/A/5700/026	Operations/Engineering Required Actions in the Technical Support Center (TSC)	Rev. 017
RP/0/B/5700/023	Nuclear Communications (NC) Emergency Response Plan	Rev. 005
RP/0/B/5700/029	Notifications to Offsite Agencies From The Control Room	Rev. 022
HP/0/B/1009/002	Alternative Method for Determining Dose Rate Within the Reactor Building	Rev. 002
HP/0/B/1009/003	Recovery Plan	Rev. 004
HP/0/B/1009/006	Procedure for Quantifying High Level Radioactivity Releases During Accident Conditions	Rev. 006
HP/0/B/1009/010	Releases of Radioactive Effluents Exceeding Selected Licensee Commitments	Rev. 007
HP/0/B/1009/021	Estimating Food Chain Doses Under Post-Accident Conditions	Rev. 001
HP/0/B/1009/022	Accident and Emergency Response	Rev. 005

EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

PROCEDURE #	TITLE	REVISION NUMBER
HP/0/B/1009/023	Environmental Monitoring for Emergency Conditions	Rev. 009
HP/0/B/1009/024	Personnel Monitoring for Emergency Conditions	Rev. 004
HP/0/B/1009/029	Superseded by AD-EP-ALL-0202	
SH/0/B/2005/001	Superseded by AD-EP-ALL-0202	
SH/0/B/2005/002	Superseded by AD-EP-ALL-0203	
SH/0/B/2005/003	Superseded by AD-EP-ALL-0204	
SR/0/A/2000/001	Standard Procedure for Corporate Communications Response to the Emergency Operations Facility	Rev. 2
SR/0/B/2000/001	Superseded by SR/0/A/2000/001	Rev. 13
SR/0/B/2000/002	Deleted	
SR/0/A/2000/003	Activation of the Emergency Operations Facility	Rev. 014
SR/0/B/2000/003	Superseded	
SR/0/A/2000/004	Notification to States and Counties from the Emergency Operations Facility	Rev. 008
SR/0/B/2000/004	Superseded	
EP Group Manual	Section 1.1 Emergency Organization	Rev. 26
PT/0/A/4600/088	Functional Check of Emergency Vehicle and Equipment	Rev. 009
AP/0/A/5500/047	Security Events	Rev. 016
AD-EP-ALL-0202	Emergency Response Offsite Dose Assessment	Rev. 003
AD-EP-ALL-0203	Protocol for the Field Monitoring Coordinator during Emergency Conditions	Rev. 0
AD-EP-ALL-0204	Distribution of Potassium Iodine Tablets in the Event of a Radioiodine Release	Rev. 0

Duke Energy Company Catawba/McGuire/Oconee Nuclear Station **Notification to States and Counties from the Emergency Operations Facility For Catawba, McGuire and Oconee** **Reference Use**	Procedure No. SR/**0**/A/2000/004 Revision No. 008 Electronic Reference No. SHR0005Q

Notifications to States and Counties from the Emergency Operations Facility

1. Purpose

1.1 This procedure describes the instructions for the prompt notification of State and Local response organizations in the event of a declared emergency at a Duke nuclear station.

2. Definitions

2.1 Initial Notification: The first notification made to offsite response organizations upon declaration of any emergency classification, or upgrade in classification, (Notification of Unusual Event, Alert, Site Area Emergency, or General Emergency), or change in Protective Action Recommendations.

2.2 Follow-up Notifications: Periodic notifications to provide update information to offsite response organizations following an Initial Notification. (Enclosure 6.1 (Emergency Notification Form (ENF) Completion Step 1)

2.3 Termination Notification: The last notification sent to offsite response organizations communicating termination of the emergency.

2.4 WebEOC: An electronic emergency response communication system used to provide information within the licensee's emergency response facility and can be used as an option to provide information to offsite response organizations.

2.5 Emergency Notification Form (ENF): The document prepared by the licensee to communicate Initial and Follow-up Notifications to the offsite response organizations.

2.6 Other Information: Information not directly associated with the event, but important to communicate to offsite response organizations as part of the Initial or Follow-up Notifications.

2.7 Duke Emergency Management Network (DEMNET): The primary communication method used by the licensee to communicate emergency information to offsite response organizations.

2.8 Authentication Code: A controlled list of numbers and corresponding words provided by the state(s) to "authenticate" communications between various parties. The authentication code provides assurance to the communication "*receiver*" that information from the "*transmitter*" is valid. Message authentication is only required if the message transmission is via a method other than DEMENT.

3. Procedure

NOTE:
1. Steps of this procedure may be performed out of sequence at the discretion of the communicator.
2. All notifications are expected to be accurate and timely. If an error is discovered after information has been communicated, immediately (< 15 minutes) correct the information using a follow-up notification. Corrected PARs should be discussed immediately with local emergency management officials using the decision line or other agency communications means. The decision to act upon the corrected information is made by the off-site agencies.
3. The first Offsite Agency Communicator to arrive should begin to perform the procedure regardless of which role they expect to perform.

☐ 3.1 Obtain position notebook.

☐ 3.2 Ensure SR/0/A/2000/003 Enclosure 6.10 (EOF Offsite Agency Communicator Checklist) is completed.

☐ 3.3 Circle which Site has declared the Emergency, i.e., **McGuire or Catawba or Oconee.**

☐ 3.4 Power up/check printers, fax machines, copiers, PC, etc.

☐ 3.5 Log on to WebEOC, referring to EP FAM 3.15 Enclosure 3.15.3.3, as needed.

☐ 3.6 Acquire turnover information using Enclosure 6.9 (Turnover Checklist), as follows:

- **IF** TSC has activated, contact affected site(s) TSC Offsite Communicator.
- **IF** emergency situation prevents activating TSC within 75 minutes of declaration, contact affected site(s) Control Room.

☐ 3.7 Provide copies of previously transmitted message forms to:

☐ All positions in EOF Director's area.

☐ Wall Folder (4 copies).

☐ 3.8 Obtain a copy of Authentication Code list from:

- ☐ Catawba – the Catawba procedure cabinet in the EOF Director's area.
- ☐ McGuire - the McGuire procedure cabinet in the EOF Director's area.
- ☐ Oconee - the Oconee procedure cabinet in the EOF Director's area.

☐ 3.9 Update Offsite Notifications Board in WebEOC with information from Step 3.6 (i.e., next message due, etc.).

☐ 3.10 Inform EOF Director, Accident Assessment Manager and Radiological Assessment Manager when next notification is due.

☐ 3.11 Review appropriate enclosure for your role:

- Enclosure 6.5, Lead Offsite Agency Communicator Duties
- Enclosure 6.6, ENF Communicator Duties
- Enclosure 6.7, Telephone Communicator Duties

☐ 3.12 Ensure EOF will have adequate time to develop and provide next notification before EOF Director activates EOF.

☐ 3.13 **WHEN** EOF Communicators are prepared to accept communication responsibilities from site, notify EOF Director.

☐ 3.14 **WHEN** EOF activated:

- ☐ 3.14.1 Contact site to inform them that EOF has responsibility for emergency notifications.
- ☐ 3.14.2 Prepare for next ENF transmission.

☐ 3.15 Complete ENF using Enclosure 6.1 (Emergency Notification Form Completion).

☐ 3.16 Send ENF using Enclosure 6.2 (Emergency Notification Form (ENF) Transmission).

4. References

4.1 Catawba Nuclear Station (CNS) Emergency Plan

4.2 McGuire Nuclear Station (MNS) Emergency Plan

4.3 Oconee Nuclear Station (ONS) Emergency Plan

4.4 AD-EP-ALL-0102, WebEOC® Maintenance and Administration

4.5 AD-EP-ALL-0202, Emergency Response Offsite Dose Assessment

4.6 AD-EP-ALL-0406, Duke Emergency Management Network (DEMNET)

5. Records

_____ 5.1 Ensure all checklists, logs and forms completed as the result of implementing this procedure are collected at the end of the event and provided to the EOF Emergency Planner.

_____ 5.2 Ensure EOF Director signs "Procedure Completion Approved".

6. Enclosures

6.1 Emergency Notification Form (ENF) Completion

6.2 Emergency Notification Form (ENF) Transmission

6.3 Authentication Guideline

6.4 Fax Instructions

6.5 Lead Offsite Agency Communicator Duties

6.6 ENF Communicator Duties

6.7 Telephone Communicator Duties

6.8 Emergency Notification Form Quick Reference

6.9 Turnover Checklist

Emergency Notification Form (ENF) Completion

☐ 1. Review the following criteria for notifications.

Initial Notifications

1. Initial notifications to the State(s) and counties must be made within 15 minutes of event declaration.

2. For upgrade in classification prior to or while transmitting initial message:
   -Notification for lesser emergency classification must be made within 15 minutes of lesser classification declaration time.
   -Agencies must be informed that an upgrade in classification will be coming.
   -Upgraded classification message must be transmitted within 15 minutes of upgraded classification declaration time.
3. Initial messages in General Emergency classification that provide upgrade in PARs shall be communicated to offsite agencies as soon as possible and within 15 minutes.

Follow-up Notifications

1. Follow-up notifications to State(s) and Counties must be made as follows:

Catawba	McGuire	Oconee
-For NOUE, ALERT, SAE, or GE, every hour until emergency is terminated.	-For NOUE, every 4 hours until emergency is terminated. -For ALERT, SAE, or GE, every hour until emergency is terminated.	-For NOUE, a follow-up is not required. -For ALERT, SAE, or GE, every 60 minutes until emergency is terminated.
OR		
Catawba	McGuire	Oconee
-If there is any significant change to the situation, make notification as soon as possible. See NOTE* below for examples.	-If there is any significant change to the situation, make notification as soon as possible. See NOTE* below for examples.	-If there is any significant change to the situation, make notification as change occurs. See NOTE* below for examples.
OR		
Catawba	McGuire	Oconee
-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -Interval shall not be greater than 4 hours to any agency.	-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -Interval for ALERT, SAE, and GE shall not be greater than 2 hours to any agency.	-Required every 60 minutes from notification time on Line 14 for ALERT, SAE, or GE. -This frequency may be changed at the request of offsite agencies.

*NOTE: Examples of significant plant changes include: evacuation/relocation of site personnel, fires onsite, MERT activation and/or injured personnel transported offsite, start/stop of a release, chemical spills, explosions, any event that would cause or require offsite agency response.

2. **IF** follow-up is due and an upgrade to higher classification is declared, do not complete follow-up ENF. Offsite agencies must be notified that follow-up is being superseded by upgrade to a higher classification and information will be provided.

2. Complete Emergency Notification Form (ENF):

☐ 2.1 **IF** WebEOC available, access WebEOC ENF per EP FAM 3.15, (Attachment 3.15.3.3). **GO TO** Step 2.4.

☐ 2.2 **IF** using preprinted ENF, obtain preprinted ENF for event declared. **GO TO** Step 2.4.

- ☐ Catawba
- ☐ McGuire
- ☐ Oconee

☐ 2.3 **IF** using blank ENF, obtain blank ENF:

- ☐ Catawba
- ☐ McGuire
- ☐ Oconee

NOTE:
- Only Lines 1-6, and 13 are required for an Initial form.
- If using WebEOC, once you select Initial, the only lines available for entry are lines 1-6, 12, 13, and 14.

☐ 2.4 Select **Initial** or **Follow-up**

NOTE:
- Messages are sequentially numbered throughout the drill/event. The first message for a drill/event is message number 1.
- Authentication Code# will be completed during the message transmission from the WebEOC Emergency Notification Management Panel.

☐ 2.5 Ensure or record appropriate message number.

☐ 2.6 Complete Line 1

☐ 2.6.1 Select or mark Drill, Actual Declaration, or Termination

☐ 2.7 Complete Line 2

☐ 2.7.1 Record or ensure appropriate Site.

☐ 2.7.2 Record, select, or ensure appropriate confirmation telephone number.

☐ 2.7.3 **IF** termination message, **GO TO** Step 2.9.

☐ 2.8 Complete Line 3 (Data provided by Accident Assessment Manager (AAM)).

☐ 2.8.1 Select, record or verify correct emergency classification.

NOTE: For a termination message, EAL# and EAL Description should be "N/A"

☐ 2.9 Complete Line 4 (Data provided by Accident Assessment Manager (AAM)).

☐ 2.9.1 Select, record or verify correct Emergency Action Level (EAL) number.

☐ 2.9.2 Record or verify correct EAL description.

☐ 2.9.3 Verify or enter time and date of declaration **OR** termination.

A. **IF** using WebEOC ENF, select Get Date button to acquire current date **AND** edit as needed.

OR

B. Enter time and date of declaration.

☐ 2.9.4 **IF** termination message, **GO TO** Step 2.17.

☐ 2.10 Complete Line 5 (Data provided by RAM)

NOTE: An Emergency Release is an unplanned, quantifiable, radiological release to the environment, caused by the emergency, during an emergency event.

☐ 2.10.1 IF release not in progress or has not occurred, verify, select or mark "None".

☐ 2.10.2 IF there is indication of an emergency release in progress, verify, select, or mark "Is Occurring".

☐ 2.10.3 **IF** a release has occurred but is no longer in progress, select, or mark "Has Occurred".

NOTE: **Imminent Failure** - Failure is Imminent or has Occurred - A failure at the dam has occurred or is about to occur, and minutes to days may be allowed to respond, dependent upon the proximity to the dam. Response includes the immediate movement of downstream residents to higher ground. State and local governments will be notified. (Duke Hydro-Electric Plant EAP)

☐ 2.11 Complete Line 6: (Data provided by RAM)

☐ 2.11.1 **IF** Notification of Unusual Event **OR** Alert, check or verify "None" is selected **AND GO TO** Step 2.12.

☐ 2.11.2 **IF** Site Area Emergency check or verify "None" is selected **AND GO TO** Step 2.12.

☐ 2.11.3 **IF** General Emergency, record Protective Action Recommendations as directed by RAM.

> **WARNING:** Once a zone is accurately selected for evacuation, it should not be removed

- ☐ A. Verify, select or mark "Evacuate" **AND** verify, select or record zones for evacuation.
- ☐ B Verify, select, or mark "Shelter" **AND** verify, selector record zones for sheltering.
- ☐ C. **IF** dose projections or field measurements indicate Thyroid dose will be equal to or greater than 5 Rem, verify, select or mark "Consider the use of KI (Potassium Iodine) in accordance with ORO plans and policies". [Final Rule, "Consideration of Potassium Iodide in Emergency Plans (66 FR 5427)]
- ☐ D. For any other Protective Action Recommendations, select or mark "Other" **AND** record information.

> **NOTE:** Lines 7-11 are only provided for a follow-up message.

☐ 2.12 Complete Line 7 (Data provided by Accident Assessment Manage)

- ☐ 2.12.1 - Mark "Yes" if it is likely that a higher emergency classification declaration or a change in PARs will be required before the next follow-up notification. Otherwise, mark "No."

NOTE: The following list provides examples of events that could affect more than one unit.

The list may not be all inclusive.

- Events involving CAS or SAS
- Security event.
- Seismic event.
- Tornado on site.
- Hurricane force winds on site.
- Loss of both switch yards.
- SSF event.
- Fire affecting shared safety related equipment.
- Toxic gas event

☐ 2.13 Complete Line 8 (Data provided by AAM)

- ☐ 2.13.1 Verify, select or mark **YES** for the unit(s) affected by the emergency.
- ☐ 2.13.2 Verify or enter the percent power for all units
- ☐ 2.13.3 **IF** the reactor is shutdown, verify or enter 0 percent power and indicate the date and time of shutdown.

☐ 2.14 Complete Line 9 (Data provided by the RAM)

- ☐ 2.14.1 IF meteorological data is to be imported into WebEOC ENF, Select the "Import Plant/MET Data" button"
- ☐ 2.14.2 Record wind direction.
- ☐ 2.14.3 Record wind speed.
- ☐ 2.14.4 Record precipitation (inches per 15 minute period).
- ☐ 2.14.5 Mark appropriate stability class.

NOTE: Liquid releases **CANNOT** be quantified by URI and are **NOT** the basis for Protective Action Recommendations. The RAM should recommend providing information on liquid releases in Line 12.

☐ 2.15 Complete Line 10 (Consult with RAM to determine if Dose Projection data will be imported)

- ☐ 2.15.1. Type or mark "Ground".
- ☐ 2.15.2 Type or mark "Ci/sec".
- ☐ 2.15.3 **IF** dose projection data is to be imported into WebEOC ENF, select the "Import Dose Projection Data" button
- ☐ 2.15.4 Verify or enter "Noble Gases".
- ☐ 2.15.5 Verify or enter "Iodines"
- ☐ 2.15.6 Verify or enter "Particulates"

☐ 2.16 Complete Line 11

- ☐ 2.16.1 Verify or enter "Projection Period" (hours).
- ☐ 2.16.2 Verify or enter "Estimated Release Duration" (hours).
- ☐ 2.16.3 Verify or enter projection performed Date/Time
- ☐ 2.16.4 Verify or enter projected doses provided by most current dose assessment.

NOTE: Enclosure 6.5 (Lead Offsite Communicator Duties) page 3 of 4 provides examples for Line 12 information.

☐ 2.17 Complete Line 12.

- ☐ 2.17.1 Record any additional information provided by EOF staff.
- ☐ 2.17.2 **IF** first message from EOF, include "EOF activated at_____(time)."
- ☐ 2.17.3 **IF** message contains change in Protective Action Recommendations, include "PAR Change" and reason for PAR change in narrative.
- ☐ 2.17.4 **IF** event involves security threat, consult job aid (Nuclear Security Approved Messages for Security Related Events/Issues) in Offsite Agency Communicator's notebook for guidance.

NOTE: **IF** ENF has already been approved, the following update to agencies may be completed verbally during message transmission.

- ☐ 2.17.5 **IF** an upgrade in classification occurs prior to transmitting message, include "Upgrade to follow."

NOTE: **IF** data changes during review of the emergency notification form, it is a good practice to require the EOF staff to do a "clean sweep" through the form prior to approval.

☐ 2.18 **IF** using manual form, complete Line 13:

- ☐ A. Request EOF Director review and sign form
- ☐ B. Enter EOF Director title
- ☐ C. Enter Time and Date
- ☐ D. Enter name of the Communicator to make notification call on "Notified By" line
- ☐ E. Mark signed form with "ORIGINAL" stamp
- ☐ F. **GO TO** Step 3

NOTE: IF using manual form, the "Received by" and the "Received by Time and Date" on line15 are not used by Duke Energy and should be left blank.

☐ 2.19 **IF** using WebEOC ENF, complete Lines 13 and 14:

☐ 2.19.1 Ensure all sections except Line 13 are complete by reviewing form.

☐ 2.19.2 Select **Validate** button at bottom of WebEOC ENF page.

☐ 2.19.3 Obtain EOF Director's concurrence **AND**

☐ A. Enter EOF Director's name in Approved By block.

☐ B. Select appropriate title from pull down menu.

☐ C. Select **Get Time** and **Get Date** buttons to acquire current time and date, **AND** edit as needed.

☐ D. Enter name of Communicator to make notification call on "Notified By" line.

☐ 2.20 **WHEN** EOF Director verbally concurs that ENF is complete, select "Approve" button at bottom of WebEOC EN Form. (Emergency Notification FAX management panel will open.)

☐ 3. Transmit message to Offsite Agencies per Enclosure 6.2 (Emergency Notification Form (ENF) Transmission).

☐ 4. Document approval of WebEOC ENF

☐ 4.1 Print copy of notification form.

A. Select "EN Form" from WebEOC control panel.

B. Select "View" button in EN Form column for applicable message.

C. Select "Print" button on EN Form to open pdf file.

D. Select Printer Icon on Web browser **OR** Adobe Reader and follow the prompts.

E. Close Web browser.

☐ 4.2 Request EOF Director to sign form next to "Approved by" line for official documentation purposes.

☐ 4.3 Mark signed form with "ORIGINAL" stamp.

Emergency Notification Form (ENF) Transmission

NOTE:

1. Duke Emergency Management Network (DEMNET) is the primary communication device. Commercial telephone (Conference Call) is first back-up. EOF Commercial Telephone line (Individual Line) is second back-up. EOF Satellite Phone is third back-up.

2. Information regarding back-up communication devices is located in:

   - CNS Emergency Phone Directory (EP Group Manual Section 5.3.6)
   - McGuire Procedure RP/0/A/5700/014 (Emergency Telephone Directory)
   - Oconee Nuclear Station Emergency Telephone Directory.

3. DEMNET instructions are contained in Fleet Procedure AD-EP-ALL-0406, Duke Emergency Management Network (DEMNET).

4. Although the official transmittal time is when the first agency answers, the NRC requirement that **ALL** state and county agencies must be notified within 15 minutes of emergency declaration. Providing the information in Step 1.8 meets the 15 minute notification time requirement.

1. Send message.

☐ 1.1 **IF** manually faxing ENF, **GO TO** Enclosure 6.4 (Fax Instructions).

NOTE:

1. Selecting the "Approve" button on the WebEOC EN Form will automatically open the WebEOC Emergency Notification Management panel with the recipient name list auto-populated.
2. Clicking the "Cancel" button on the Emergency Notification Management panel will close the panel and open the Emergency Notification Messages panel.
3. In the Emergency Notification Messages panel
   a. Clicking the "View" button in the "Notification Management" column will open the Emergency Notification Management panel.
   b. Clicking the "View" button in the "EN Form" column will open the EN Form for viewing or printing.
4. Clicking "EN Form" on the Control Panel under the "Boards" header will open the Emergency Notification Messages panel.

☐ 1.2 **IF** using WebEOC ENF, fax notification form:

☐ 1.2.1 Access Emergency Notification Management panel for applicable EN Form.

☐ 1.2.2 Verify "Recipient Name" list is correct.

☐ 1.2.3 Click "Send ENF" button.

☐ 1.2.4 Click OK. (The "Emergency Notification Management" panel will indicate it is sending the messages.)

☐ 1.2.5 **WHEN** "Completed sending Messages" appears, select "ok".

☐ 1.3 **IF** using DEMNET computer/USB phone, initiate group call to offsite agencies for appropriate site as follows:

☐ 1.3.1 Verify appropriate nuclear site screen has been selected.

☐ 1.3.2 Select orange oval group button for "[CNS, MNS, ONS] Notify."

☐ 1.3.3 **WHEN** prompt appears on screen asking to connect call, select "Yes." (When desired locations are connected, oval buttons will turn sold green.)

☐ 1.3.4 Lift handset.

☐ 1.3.5 Press **AND** hold push-to-talk (PTT) button.

☐ 1.4 **IF** using DEMNET Ethernet phone, initiate group call to offsite agencies for appropriate site as follows:

☐ 1.4.1 Verify appropriate nuclear site screen has been selected.

☐ 1.4.2 Select orange oval group button for "[CNS, MNS, ONS] Notify."

☐ 1.4.3 **WHEN** prompt appears on screen asking to connect call, select "Yes." (As the call is being connected, the "Call in Progress" screen will be displayed.)

☐ 1.4.4 Press **AND** hold push-to-talk (PTT) button.

NOTE: Page 2 of a manual ENF may be used as a job aid.

☐ 1.5 Record each agency answering by checking off agency name.

☐ 1.6 **IF** an offsite agency does not answer, contact missing agency by one of the following alternate means:

- Make a point-to-point call using DEMNET computer/USB phone.
  1. Verify appropriate nuclear site screen has been selected.
  2. Select blue oval button for location to be called.
  3. **WHEN** prompt appears on the screen asking to connect call, select "Yes." (When the desired party is on the line, the oval button will turn green.)
  4. Lift handset.
  5. Press **AND** hold push-to-talk (PTT) button.
- Make a custom conference call using a DEMNET computer/USB phone.
  1. Verify button for appropriate [CNS, MNS, ONS] location/device is displayed.
  2. Select Custom Conference icon located at top of computer screen. (Icon is shaped like a megaphone or bull horn. Custom Conference icon will turn red.)
  3. Select two or more oval buttons for locations to be included in Custom Conference. (Selected buttons to begin to blink.)
  4. Select Custom Conference icon again to initiate conference call.
  5. **WHEN** prompt appears on screen asking to connect call, select "Yes." (When desired locations are connected, oval button will turn red.)

6. Lift handset.

7. Press **AND** hold push-to-talk (PTT) button.

- Make a point-to-point call using DEMNET Ethernet phone.

  1. Verify appropriate nuclear site screen has been selected.

  2. Select file folder icon for desired location ("Plant Name [CNS, MNS, ONS] ORO Devices")

  3. Select blue oval button for location/device to be called.

  4. **WHEN** prompt appears on screen asking to connect call, Select "Yes." (As call is being connected, "Call in Progress" screen will be displayed.)

  5. Lift handset.

  6. Press **AND** hold push-to-talk (PTT) button.

- Make a custom conference call using DEMNET Ethernet phone.

  1. Verify button for appropriate [CNS, MMS, ONS] location/device is displayed.

  2. Select the Custom Conference icon located at the bottom of the screen. (Icon is shaped like a megaphone or bull horn. Custom Conference icon will turn pink.)

  3. Select the file folder icon for the desired location "Plant Name [CNS, MNS, ONS] ORO Devices."

  4. Select two or more oval buttons for locations to be included in Custom Conference. (Selected buttons begin to blink.)

  5. Press "Home" button to return to "Home" screen.

  6. Select Custom Conference icon again to initiate call.

  7. When prompt appears on screen to connect call, select "Yes." (As call is being connected, "Call in Progress" screen will be displayed.)

  8. Lift handset.

  9. Press **AND** hold push-to-talk (PTT) button.

- Request another communicator contact agency using commercial telephone at the number(s) listed below.

◊ **CATAWBA**

Agency	COMMERCIAL TELEPHONE Individual phone numbers OR One touch dial button
York County WP/EOC	9-1-803/329-1110
Mecklenburg Co. WP/EOC	9-704/336-2441 (WP) 9-704/432-4120 (EOC)
Gaston County WP/EOC	9-704/866-3300
North Carolina WP/EOC	9-1-919/733-3300 (Primary) 9-1-800/858-0368 (Alt.)
North Carolina Alt. WP	9-1-828/466/5500 9-1-828/466-5501
North Carolina Alt. EOC	9-1-919/733-3300 (Primary) 9-1-800-858-0368 (Alt.)
South Carolina WP	9-1-803/737-8500 (Primary) 9-1-800/811-8045 (Alt.)
South Carolina Alt.WP	9-1-803/896-9621
South Carolina EOC	9-1-803/737-8500 (Primary) 9-1-803-737-8724 (Alt.)

◊ **MCGUIRE**

Agency	COMMERCIAL TELEPHONE Individual phone numbers OR One touch dial button
Gaston County WP/EOC	9-704/866-3300/3243
Lincoln County WP/EOC	9-1-704/735-8202/736-8511
Iredell County WP/EOC	9-1-704/878-3039
Mecklenburg Co. WP/EOC	9-704/336-2441 (WP) 9-704/432-4120 (EOC)
Catawba County WP/EOC	9-1-828/464-3112
Cabarrus County WP/EOC	9-704/920-3000 (WP) 9-1-704/436-6519 (EOC)
North Carolina EOC/WP	9-1-919/733-3300 (Primary) 9-1-800/858-0368 (Alt.)
North Carolina Alt. WP	9-1-828/466-5500 9-1-828/466-5501

◊ **OCONEE**

NOTE: For Oconee only: Oconee County and Pickens County EMA **CANNOT** be reached between 1700 hours to 0800 hours.

Agency	COMMERCIAL TELEPHONE Individual phone numbers OR One touch dial button
Oconee County WP (LEC)	9-1-864/638-4111
Pickens County WP (LEC)	9-1-864/898-5500
Oconee County EOC (EMA)	9-1-864/638-4200
Pickens County EOC (EMA)	9-1-864/898-5943
South Carolina WP/EOC	9-1-803/737-8500 (Primary) 9-1-800/811-8045 (Alt.)
South Carolina Alt. WP	9-1-803/896-9621

NOTE: Message authentication is only required if message transmittal is other than via DEMNET or if requested by an offsite agency.

☐ 1.7 **REFER TO** Enclosure 6.3 (Authentication Guideline) as needed.

☐ 1.8 **WHEN** agencies are "on line," say, *"This is the Duke Energy Emergency Operations Facility."*

☐ 1.8.1 **IF** Initial or follow-up notification and the declaration is an Unusual Event, Alert, or Site Area Emergency, say *"This is the Catawba/McGuire/Oconee Nuclear Station. A/an (Unusual Event, Alert, Site Area Emergency) has been declared. Please standby."*
Or
IF Initial or follow-up notification and the declaration is a General Emergency, say *"This is the Catawba/McGuire/Oconee Nuclear Station. A General Emergency) has been declared. We recommend the following protective actions (get protective action recommendations from the EN Form). Please standby."*

☐ 1.8.2 Document the time the first party answered as notification time.

☐ 1.8.2.1 If using WebEOC:

A. Access Emergency Notification Management panel for appropriate message (EN Form).

B. Enter Time and Date first agency responded into Notification Time and Date fields.

C. Verify or record name of the communicator making notification call into "Notified By" field.

D. Select "Save" button to auto populate EN Form with Notification Time and Date on Line 14.

☐ 1.8.2.2 If using manual ENF, document Notification Time and Date on Line 14 of signed original notification form.

☐ 1.8.3 **WHEN** it is believed that all agencies have answered the notification call, restate the station name, classification, and protective action recommendations if a General Emergency.
(i.e., *"This is Catawba/McGuire/Oconee Nuclear Station. Catawba/McGuire/Oconee has declared a General Emergency based on EAL (Insert description). The following are recommended protective actions... We will now conduct a roll call".*

☐ 1.8.4 Conduct roll call to verify all agencies are on the call. (For agencies not answering to the roll call, assistance may be needed to contact them via alternate methods.)

☐ 1.8.5 State *"A copy of message #____has been faxed to you (and it has also been posted on WebEOC). Does everyone have this message?"*

☐ 1.8.6 **IF** Termination message, say "*Catawba/McGuire/Oconee Nuclear Station has terminated the Unusual Event/Alert/Site Area Emergency/General Emergency. A copy of message #_____has been faxed to you (and it has also been posted on WebEOC). Does everyone have this message"*

☐ 1.9 **IF** all answers are yes, **GO TO** Step 1.13.

☐ 1.10 **IF** any answer is no, send fax again to appropriate agencies.

NOTE: If message has to be transmitted verbally, read slowly to allow time for recipients to copy down the notification message.

☐ 1.11 **IF** any of agencies have not received faxed message on second fax attempt, transmit message verbally as follows:

☐ 1.11.1 Request appropriate agencies to obtain a blank notification form.

☐ 1.11.2 Read Emergency Notification Message line by line to agencies.

☐ 1.12 Provide agencies with Communicator's name.

NOTE:
1. Incoming calls other than DEMNET must be authenticated.
2. A representative from South Carolina Department of Health and Environmental Control (SC DHEC) will typically call in on the confirmation line with questions about the event. **(CNS and ONS only)**
3. Date and time do not need to be transferred to the back of the form if all parties were on line at the time of message transmission.

☐ 1.13 Ask for questions

☐ 1.13.1 **IF** no questions, **GO TO** Step 1.15.

☐ 1.13.2 **IF** a question is in reference to information on Emergency Notification Form, provide information to requesting agency.

☐ 1.13.3 **IF** a question is not in reference to information on Emergency Notification Form, perform the following:

A. Document question in Communicator's position log.

B. Document name of agency making request.

C. Document name of individual making request.

D. Request EOF Director to answer question.

E. Document answer provided by EOF Director or designee in Communicator's position log.

F. Request EOF Director or designee to document approval of answer.

G. Contact requesting agency.

H. Provide answer to requesting agency.

I. Document time answer was provided to requesting agency in Communicator's position log.

☐ 1.14 Obtain names of each agency representative by saying:

> *"I need to verify the name of each agency representative. When I call out your agency, please give your name."*

AND performing a roll call.

☐ 1.14.1 Document name of individuals.

☐ A. **IF** using WebEOC ENF:

1. Select "EN Form" from WebEOC control panel.
2. Select "View" button in Notification Management column for applicable message.
3. Record fax recipient names in the Government Agencies Notified "Received By" field and enter items and dates.
4. Select "Update" Button.

☐ B. **IF** using manual form, record names on back of Emergency Notification Form.

☐ 1.15 Inform agencies that message transmission is complete by saying:

> *"This concludes this message. EOF clear."*

☐ 1.16 Press the hang up button at the top of the DEMNET device to hang up the phone.

NOTE:

1. Authentication is **NOT** required when using DEMNET phone unless requested by an Off-site Agency.

2. The Authentication Code List is a controlled listing of numbers and corresponding words provided by the state(s). This listing is used by the site and the off-site agencies to "authenticate" communications between the various parties. This listing provides assurance to the communication "*receiver*" that information from the "*transmitter*" is valid and authentic. Communication authentication may be performed anytime the *receiver* of information wishes to assure the information is authentic. This is accomplished by having the *receiver* provide a number from the code word list and then having the *transmitter* provide the corresponding word to that specified number from the list.

3. The Authentication Code List (EP Functional Area Manual 3.14.4.2) is located in:

   - Procedure file cabinet.

   - Off-site Communicator Notebook under the "Authentication Code List" tab.

   - WebEOC on the Emergency Notification Fax Management panel using "Get Authentication Code" button.

4. The Authentication field at the top of the EN Form is complete when it is filled in with an Authentication number or an N/A (if no authentication is performed).

1. Placing a Call

☐ 1.1 **IF** using Authentication Code List:

☐ 1.1.1 Ask State or County Representative if they want Authentication.

☐ 1.1.2 **IF** Authentication is **NOT** desired, enter N/A in AUTHENTICATION # field located at the top of the EN Form.

☐ 1.1.3 **IF** Authentication is desired, request State or County Representative to provide a number from Authentication Code list.

A. Provide code word(s) corresponding to number from Authentication Code List.

B. Document number in AUTHENTICATION # field located at the top of the EN Form.

☐ 1.2 **IF** using WebEOC:

☐ 1.2.1 Access Emergency Notification Management panel for appropriate message (EN Form).

☐ 1.2.2 Ask the State or County Representative if they want Authentication.

☐ 1.2.3 **IF** Authentication is requested:

A. Request State or county Representative to provide a number from the Authentication Code list.

B. Enter number provided by Agency into AUTHENTICATION # field.

C. Select "Get Authentication Code" (the Code Word(s) will appear).

D. Provide Code Word(s).

E. Select Save to auto-populate EN Form.

☐ 1.2.4 **IF** Authentication is **NOT** requested:

A. Enter N/A into AUTHENTICATION # field.

B. Select Save to auto-populate EN Form.

2. Receiving a Call

☐ 2.1 **IF** receiving a call from off site and identity of party calling is **NOT** known,

☐ 2.1.1 Provide a number from Authentication Code List to caller.

☐ 2.1.2 Obtain word corresponding with number on Authentication Code List from caller.

☐ 2.1.3 Document questions and answers in Communicator's position log.

1. Group Fax Instructions

☐ 1.1 **IF** sending a fax to all counties and state(s) for a site:

☐ 1.1.1 Place ENF face up in Off-site Communicator Fax machine.

☐ 1.1.2 **IF** fax is sleeping, press illuminated **green** button in shape of crescent moon.

☐ 1.1.3 Ensure fax is on Home menu by pressing "Service Home" button.

☐ 1.1.4 On touchscreen, perform the following:

A. Select "Fax."

B. Select arrow beside Address Book icon (right hand side of the screen).

C. Select "Device Address Book Group."

D. Select appropriate site's contact name.

- CNS Group
- MNS Group
- ONS Group
- Keowee/Jocassee Flood/Georgia Group

☐ 1.1.5 Press green **Start** button.

☐ 1.1.6 Ensure off-site agencies have received fax by returning to Enclosure 6.2, Step 1.3, or individual calls.

2. Single Fax Using Pre-Programmed Dialing Method

☐ 2.1 **IF** sending fax to a single location:

☐ 2.1.1 Place ENF face up in Off-site Communicator Fax machine.

☐ 2.1.2 **IF** fax is sleeping, press illuminated **green** button in shape of crescent moon.

☐ 2.1.3 Ensure fax is on Home menu by pressing "Service Home" button.

☐ 2.1.4 On touchscreen, perform the following:

A. Select "Fax."

B. Select arrow beside Address Book icon (right hand side of screen).

C. Select "Device Address Book Individuals."

D. Select desired contact(s) from site specific table below.

E. Select "OK."

NOTE: Individual Address Book includes the ability to fax to individual agencies.

- **CATAWBA**

Fax Contact Name	Agency Name
NC WP/EOC 1	North Carolina WP/EOC (primary fax#)
NC WP/EOC 2	North Carolina WP/EOC (alternate fax#)
NC Alternate WP 1	North Carolina Alternate WP (primary fax#)
NC Alternate WP 2	North Carolina Alternate WP (alternate fax#)
NC Alternate EOC 1	North Carolina Alternate EOC (primary fax#)
NC Alternate EOC 2	North Carolina Alternate EOC (alternate fax#)
SC EOC 1	South Carolina EOC (primary fax#)
SC EOC 2	South Carolina EOC (alternate fax#)
SC WP 1	South Carolina WP (primary fax#)
SC WP 2	South Carolina WP (alternate fax#)
SC Alternate WP 1	South Carolina Alternate WP (primary fax#)
SC Alternate WP 2	South Carolina Alternate WP (alternate fax#)
Gaston County WP	Gaston County WP
Mecklenburg CO WP	Mecklenburg County WP
York CO WP	York County WP
CNS EQ	CNS - OPS Training Center
CNS TSC Offsite Comm	CNS TSC Offsite Agency Communicators
JIC-NGO	Joint Information Center
NC Western Branch	North Carolina EM Western Branch Office

- **MCGUIRE**

Fax Contact Name	Agency Name
North Carolina EOC	North Carolina WP/EOC
Cabarrus CO WP	Cabarrus County WP
Catawba CO WP	Catawba County WP
Gaston CO WP	Gaston County WP
Iredell CO WP	Iredell County WP
Lincoln CO WP	Lincoln County WP
Mecklenburg CO WP	Mecklenburg County WP
MNS EE	McGuire Energy Explorium (News Group)
JIC-NGO	Joint Information Center
NC Western Branch	North Carolina EM Western Branch Office
NC Alternate WP	North Carolina Alternate State WP
Cabarrus CO EOC	Cabarrus County EOC
Catawba EOC	Catawba County EOC
Gaston EOC	Gaston County EOC
Iredell CO EOC	Iredell County EOC
Lincoln CO EOC	Lincoln County EOC
Mecklenburg CO EOC	Mecklenburg County EOC
ECOC	Enterprise Crisis Operation Center
MNS TSC	McGuire TSC
NRC OPS Center	NRC Headquarters Operations Center
NRC Regional II IRC	NRC Region 2 Operations Center

- **OCONEE**

Fax Contact Name	Agency Name
South Carolina WP/EOC	South Carolina WP/EOC
Oconee CO WP	Oconee County WP (LEC)
Pickens CO WP	Pickens County WP (LEC)
ONS TSC Offsite Comm	Oconee TSC Offsite Agency Communicators
JIC-NGO	Charlotte Joint Information Center
SC Alternate WP (Highway Patrol)	South Carolina Highway Patrol (WP Backup)
ECOC	Enterprise Crisis Operation Center
Oconee CO EOC	Oconee County EOC (EMA)
Pickens CO EOC	Pickens County EOC (EMA)
NRC OPS Center	NRC Headquarters Operations Center
NRC Region II IRC	NRC Region 2 Operations Center
JIC - ONS	Oconee Joint Information Center
Georgia EMA	Georgia Emergency Management Agency
National Weather Svc	National Weather Service
Hart Co. EMA	Hart County Emergency Management Agency
Elbert Co. EMA	Elbert County Emergency Management Agency

☐ 2.1.5 Press green **Start** button

☐ 2.1.6 Ensure off-site agencies have received fax by returning to Enclosure 6.2, Step 1.3, or individual calls.

3. Single Fax Dialing Manually Instructions

☐ 3.1 **IF** sending fax to a single location:

☐ 3.1.1 Place ENF face up in Off-site Communicator Fax machine.

☐ 3.1.2 **IF** fax is sleeping, press illuminated **green** button in shape of crescent moon.

☐ 3.1.3 Ensure fax is on Home menu by pressing "Service Home" button.

☐ 3.1.4 Manually enter fax number(s) needed using numerical keypad (not touch screen).

☐ 3.1.5 Press green **Start** button.

☐ 3.1.6 Ensure off-site agencies have received fax by verbal communication.

Enclosure 6.5

Lead Offsite Agency Communicator Duties

- ☐ Sign in on Sign In board.
- ☐ Ensure adequate staffing of Offsite Agency Communicators (OACs).
- ☐ Arrange for 24-hour OAC coverage.
- ☐ Ensure ENF Communicator reviews Enclosure 6.6 (ENF Communicator Duties).
- ☐ Ensure Telephone Communicator reviews Enclosure 6.7 (Telephone Communicator Duties).

☐ Review the following criteria for notifications.

Initial Notifications

1. Initial notifications to State(s) and counties must be made within 15 minutes of event declaration time.

2. For upgrade in classification prior to or while transmitting initial message:
   -Notification for lesser emergency classification must be made within 15 minutes of lesser classification declaration time.
   -Agencies must be informed that an upgrade in classification will be coming.
   -Upgraded classification message must be transmitted within 15 minutes of upgraded classification declaration time.

3. Initial messages in General Emergency classification that involve upgrade in PARs shall be communicated to offsite agencies as soon as possible and within 15 minutes.

Follow-up Notifications

1. Follow-up notifications to State(s) and Counties must be made as follows:

Catawba	McGuire	Oconee
-For NOUE, ALERT, SAE, or GE, every hour until the emergency is terminated.	-For NOUE, every 4 hours until the emergency is terminated. -For ALERT, SAE, or GE, every hour until the emergency is terminated.	-For NOUE, a follow-up is not required. -For ALERT, SAE, or GE, every 60 minutes until the emergency is terminated.
OR		
Catawba	McGuire	Oconee
-If there is any significant change to the situation, make notification as soon as possible. See NOTE* below for example of changes.	-If there is any significant change to the situation, make notification as soon as possible. See NOTE* below for example of changes.	-If there is any significant change to the situation, make notification as the change occurs. See NOTE* below for examples of changes.
OR		
Catawba	McGuire	Oconee
-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -Interval shall not be greater than 4 hours to any agency.	-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -Interval for ALERT, SAE, or GE shall not be greater than 2 hours to any agency.	-Required every 60 minutes from notification time on Line 14 for ALERT, SAE, or GE. -This frequency may be changed at the request of offsite agencies.

*NOTE: Examples of significant plant changes include: evacuation/relocation of site personnel, fires onsite, MERT activation and/or injured personnel transported offsite, start/stop of a release, chemical spills, explosions, any event that would cause or require offsite agency response.

2. If follow-up is due and an upgrade to higher classification is declared, there is no need to complete follow-up ENF. Offsite agencies must be notified that follow-up is being superseded by upgrade to a higher classification and information will be provided.

☐ Inform EOF Director informed of progress in preparing to take turnover from site.

NOTE: In addition to Emergency Action Level information entered on Line 4 of Emergency Notification Form (ENF), any event, which has the potential to affect the public, needs to be reported on Line12. The following list is not all-inclusive. Each event should be carefully evaluated and discussed with the EOF Director. Notification to Offsite Agencies should take place as soon as possible.

- Other unrelated classifiable events (for example, during an Alert, an event which, by itself would meet the conditions for an Unusual Event)
- Major/Key Equipment Out of Service
- Emergency response actions underway
- Fire(s) onsite
- Flooding related to the emergency
- Explosions
- Loss of Offsite Power
- Core Uncovery
- Core Damage
- Medical Emergency Response Team activation
- Personnel injury or death
- Transport of injured individual(s) offsite - specify whether contaminated or not
- Site Evacuation/relocation of site personnel
- Saboteurs/Intruders/Suspicious devices/Threats
- Chemical or Hazardous Material Spills or Releases
- Extraordinary noises audible offsite
- Events causing/requiring offsite agency response
- Events causing increased media attention.
- Event which has the potential to affect the public.
- Protective Action Recommendation change and reason for the change.
- **IF** an upgrade in classification occurs prior to or while transmitting an initial message, include "Upgrade to follow" (if time permits, otherwise, this information can be made verbally).

☐ Monitor events for potential inclusion on ENF.

☐ Ensure events (e.g., injuries, fires, intruders, etc.) are reported and later ENFs follow-up on events and report resolution ("close the loop").

☐ Coordinate Communications function with EOF Director.

NOTE:	It takes several minutes to calculate doses so be sure that Dose Assessment has a 15 minute warning their data is needed. If they aren't comfortable with their data or if they run low on time, get the Radiological Assessment Manager involved at once.

- ☐ Coordinate with Radiological Assessment Manager to ensure notification time requirements are met.
- ☐ Ensure all messages (ENFs) are accurate, complete, and timely.
- ☐ Inform EOF Director that approval is needed several minutes before transmittal deadline, if possible.
- ☐ Review manual ENF prior to providing to EOF Director for approval, allowing EOF Director sufficient time to revise if needed.
- ☐ Serve as a backup Telephone Communicator if all agencies are not on the primary communications tool.
- ☐ Document topics that should be discussed in critique.
- ☐ Participate in critique.
- ☐ Determine what role was filled by each communicator and document any comments/questions concerning their actions.

ENF Communicator Duties

- ☐ Sign in on Sign In board.
- ☐ Complete ENFs **PER** Enclosure 6.1.
- ☐ Ensure Lead OAC and EOF Director review draft ENF.
- ☐ Copy and distribute each signed ENF promptly.

☐ Sign in on Sign In board.

☐ Review the following criteria for notifications.

Initial Notifications

1. Initial notifications to State(s) and counties must be made within 15 minutes of event declaration.

2. For upgrade in classification prior to or while transmitting initial message:
   -Notification for lesser emergency classification must be made within 15 minutes of lesser classification declaration time.
   -Agencies must be informed that an upgrade in classification will be coming.
   -Upgraded classification message must be transmitted within 15 minutes of upgraded classification declaration time.

3. Initial messages in General Emergency classification that provide upgrade in PARs shall be communicated to offsite agencies as soon as possible and within 15 minutes.

Follow-up Notifications

1. Follow-up notifications to State(s) and Counties must be made as follows:

Catawba	McGuire	Oconee
-For NOUE, ALERT, SAE, or GE, every hour until emergency is terminated.	-For NOUE, every 4 hours until emergency is terminated. -For ALERT, SAE, or GE, every hour until emergency is terminated.	-For NOUE, a follow-up is not required. -For ALERT, SAE, or GE, every 60 minutes until emergency is terminated.
OR		
Catawba	McGuire	Oconee
-If there is any significant change to the situation, make notification as soon as possible. See NOTE* below for examples.	-If there is any significant change to the situation, make notification as soon as possible. See NOTE* below for examples.	-If there is any significant change to the situation, make notification as the change occurs. See NOTE* below for examples.
OR		
Catawba	McGuire	Oconee
-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -Interval shall not be greater than 4 hours to any agency.	-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -Interval for ALERT, SAE or GE shall not be greater than 2 hours to any agency.	-Required every 60 minutes from notification time on Line 14 for ALERT, SAE, or GE. -This frequency may be changed at the request of offsite agencies.

*NOTE: Examples of significant plant changes include: evacuation/relocation of site personnel, fires onsite, MERT activation and/or injured personnel transported offsite, chemical spills, start/stop of a release, explosions, any event that would cause or require offsite agency response.

2. If follow-up is due and an upgrade to higher classification is declared, do not complete follow-up ENF. Offsite agencies must be notified that follow-up is being superseded by upgrade to a higher classification and information will be provided.

☐ Send messages per Enclosure 6.2.

NOTE: This applies to all ENFs regardless of site or origination - Control Room, TSC, and EOF

☐ Update Offsite Notifications board as each ENF is completed with time sent for current message and next message due number and time.

☐ Continue to track event and required transmittal times.

* Performance Indicator Accuracy Measure

Above line 1	Ensure or Record **Message Number**
Line 1*	**Event** - select/ensure appropriate block for Drill, Actual Declaration, or Termination
Line 2*	Ensure/record/select correct **site** Ensure/record/select appropriate **Confirmation Phone#**
Line 3*	**Emergency Classification** - select/Ensure correct classification
Line 4*	• Select/Ensure correct **EAL#** • Select/Ensure correct **EAL Description** for EAL number selected • If termination, mark/ensure "N/A for EAL# and EAL Description. • Select/Enter **Declaration** or **Termination Date/Time. If** using WebEOC, select Get Time/Date button, **then** adjust as needed.
Line 5*	**Release to the environment** - select/ensure appropriate block for None, IS OCCURRING, or HAS OCCURRED
Line 6*	**Protective Action Recommendations** • IF Unusual Event, Alert, or Site Area Emergency select/mark None • If General Emergency, Select/Mark Evacuate and Shelter, then select/record appropriate zones. If circumstance warrant, Select/Mark KI and/or Other as appropriate.
Line 7	**Prognosis** - Select/Mark "Yes" if it is likely a higher emergency classification or a change in PARS will be required before the next follow-up, otherwise mark "No"
Line 8*	**Site Unit(S) status -** • Select/Ensure "Yes" for the unit(s) affected • IF Unit is Shutdown, record 0% power AND Shutdown Time/Date • IF Unit is NOT Shutdown, record % reactor power only.
Line 9*	**Meteorological Data -** Record/Import Met data including wind speed, direction, precipitation, and Stability Class.
Lines 10 & 11	**Airborne Release Characterization** and **Dose Projection -** Record/Import radiological information
Line 12	**Remarks:** Record any additional information
Line 13	**Approved By:** Enter/record approvers name, title, and date/time
Line 14	**Notified By:** Enter the name of the person who will be notifying the State/Counties OR leave this blank and it will be filled out when the notification is complete
Line 15	**Received By:** This field will not be present on WebEOC, if manually completing the form, leave it blank
Validate	**Validate -** IF using WebEOC, select the validate option to identify issues and then resolve them. IF manually completing the form, review all data to identify and resolve issues.
Approve	**Approve** - If using WebEOC, obtain approval and then select Approve. If manually completing the form, the approver will signify approval by signing the printed form.
Fax/Email	If using WebEOC, after the form is approved, the screen will advance to the notification management screen. Ensure correct recipients are specified and select **Send notification.** If manually completing the form, use a fax machine to send the fax.
Record Notification	Enter/record the **notification date, time, and notified by, and authentication** (if performed) information on the notification management screen if using WebEOC or on the printed form if not

Emergency Notification Form Completion Briefing Order

Line 1 - Communicator

Line 2 - Communicator

Line 3 - Accident Assessment Manager

Line 4 - Accident Assessment Manager

Line 5 - Radiation Assessment Manager

Line 6 - Radiation Assessment Manager

Line 7 - Accident Assessment Manager

Line 8 - Accident Assessment Manager

Line 9 - Radiation Assessment Manager

Line 10 - Radiation Assessment Manager

Line 11 - Radiation Assessment Manager

Line 12 - Anyone

Line 13 - Director/Emergency Coordinator

Line 14 - Communicator

☐ Obtain most recent notification

☐ Emergency Classification (check):

☐ NOUE, ☐ Alert, ☐ Site Area Emergency, ☐ General Emergency

Emergency Declared at (time): _____

☐ Last Emergency Notification Form Message # _____

Transmitted at_____(time)

Using (check): ☐ WebEOC, ☐ Pre-printed ENF, ☐ Manual ENF

☐ Next Message Due at_____(time)

☐ Alternate Facility Activated: TSC: ☐ Yes ☐ No OSC: ☐ Yes ☐ No

Communications Status

Catawba

Indicate which agencies have been contacted	Yes	No
York County WP/EOC		
Mecklenburg County WP/EOC		
Gaston County WP/EOC		
North Carolina EOC/WP		
South Carolina WP/EOC		
South Carolina DHEC		

McGuire

Indicate which agencies have been contacted	Yes	No
Gaston County WP/EOC Lincoln County WP/EOC		
Iredell County WP/EOC		
Mecklenburg County WP/EOC		
Catawba County WP/EOC		
Cabarrus County WP/EOC		
North Carolina EOC/WP		

Oconee

Indicate which agencies have been contacted	Yes	No
Oconee County Law Enforcement Center Oconee County Emergency Management Agency		
Pickens County Law Enforcement Center		
Pickens County Emergency Management Agency		
South Carolina WP/EOC		
South Carolina DHEC		

☐ Communications Problems:

_____

_____

_____

☐ Site Evacuation: ☐ Yes ☐ No Time Evacuation Initiated: _____

Number of persons being evacuated: _____

Site Evacuation Location:

Catawba

Indicate site evacuation location:	Yes	No
Site Allen (Plant Allen, Belmont, NC) Site York (York Operations Center, York, SC)		
Home		

McGuire

Indicate relocation site:	Yes	No
TTC (Bldg. 7403)		
Cowans Ford Dam Service Bay		
Mt. Holly Training Center		
McGuire Office Complex (MOC) Auditorium (Bldg. 7422)		
Home		

Oconee

Indicate site evacuation location:	Yes	No
Daniel High School		
Keowee Elementary School		
Home		

☐ Other Pertinent Information (examples: fires/explosions onsite, MERT activation, injured personnel transported offsite, chemical spills, Imminent/Potential Failure for Keowee/Jocassee Hydro dams/dikes, other events requiring offsite agency support)

_____

_____

☐ Turnover Completed by _____

at (date/time): _____

Duke Energy McGuire Nuclear Station **Environmental Monitoring for Emergency Conditions** **Multiple Use**	Procedure No. HP/0/B/1009/023 Revision No. 009 Electronic Reference No. MC0095LY

Revision History (significant issues, limited to one page)

Rev 009 (06/15/2017) 2 ARs were incorporated in this revision:

AR 02073537

- Added information to Step 4.1.1 to request beta/gamma Survey vehicles from Site Services, if needed.
- Enclosures 5.1 & 5.2 changed to reflect the location of the Emergency key sets moving from the Security Badging Area to a lockbox in Room 158. Steps at the beginning and at the end of both enclosures were rearranged for better flow.
- Enclosure 5.1 changed to reflect the new location of the power inverter in the Sample Vans.

AR 02105849, replaced SH/0/B/2005/002 with AD-EP-ALL-0203, Protocol for the Field Monitoring Coordinator during Emergency Conditions

Additional changes:

- and/or changed to *or*
- Possessive changed to plural, example: FMT's to *FMTs*, ESP's to *ESPs*
- Per grammar rule, e.g. and etc. are not used together, deleted superfluous etc.

(07/24/2017) Approver's editorial corrections

Rev 008 (05/29/12)

- Changed level of use to Multiple Use.
- Body of procedure, Enclosures 5.1, 5.2, 5.7, 5.8, 5.9 changed to Reference Use.
- Step 4.3.1 deleted direction to travel only on owner controlled roads.
- The following changes were made to 5.1 & 5.2:
  - Obtain and return keys from/to Security Badging Office instead of PAP.
  - Deleted requirement for using dose cards and EDs in autonomous made by requiring normal sentinel log in.
  - Instructions for use of new radios/cell phones.
- Enclosure 5.1 was changed to reflect use of credit card for refueling. Enclosure 5.9 was deleted based on using Enclosure 5.1 for van refueling.

Rev 007 (04/23/12) Step 4.1.3 changed from "Enclosure 0" to "Enclosure 5.1 or 5.2".

Environmental Monitoring for Emergency Conditions

Reference Use

1. Purpose

To provide a systematic method for identifying airborne plumes or liquid effluents, and obtaining field data indicative of the radiation exposure to the general public, following a release of radioactive material.

2. References

2.1 HP/0/B/1009/027 (Operation of ESP-2)

2.2 PT/0/A/4600/088 (Functional Check of Emergency Vehicle and Equipment)

2.3 AD-EP-ALL-0203, Protocol for the Field Monitoring Coordinator during Emergency Conditions

3. Limits and Precautions

3.1 During drills/exercises, Field Monitoring Team(s) (FMTs) shall **NOT** be required to don respirators. This is to assure safe vehicle operation during drill/exercise. During emergency situations respirator use may be required.

3.2 FMT personnel shall be aware of dose and dose rate alarm setpoints on DMC-2000s used in the field. Dose and dose rate alarm setpoints are referenced on RWP 98.

3.3 After the use of any Emergency Kit, a full inventory of that kit is required per PT/0/A/4600/88 (Reference 2.2). The checklist in the kit shall be signed and dated each time the kit is inventoried.

4. Procedure

4.1 Field Monitoring Team (FMT) Activation and Dispatch

4.1.1 Upon activation of the Emergency Response Organization, report to the OSC (Operations Support Center).

- Form two teams to perform initial surveys for plume boundary. **IF** necessary, request survey vehicles from site Services in order to dispatch additional beta/gamma monitoring teams.
- Drivers for Field Monitoring Vehicles are provided by Site Services. Ensure that each team has a driver prior to leaving the OSC.
- Personnel **NOT** trained for emergency response may assist a trained Radiation Protection Technician to do surveys or drive emergency vehicles.
- Communicate team assignment to the OSC RP Supervisor, or qualified designee.

4.1.2 **WHEN** directed, make preparations for dispatch by completing pre-dispatch portion of Enclosure 5.1 (Sample Van) or Enclosure 5.2 (Survey Vehicle).

- The Radiation Protection Manager can elect to dispatch FMTs at his/her discretion.

4.1.3 Follow FMC direction concerning protective dress requirements according to existing conditions per RWP-98.

4.2 Field Monitoring Team (FMT) Communications

4.2.1 Maintain open radio communications with the FMC (Field Monitoring Coordinator). **IF** the radio becomes inoperable, telephone:

TSC (Technical Support Center) Dose Assessment 875-4976

FMC at EOF (704) 382-0735/0736

RP Sample Van 1 (cellular phone) 534-1563

RP Sample Van 2 (cellular phone) 534-1564

4.2.2 Provide pertinent, general information. Do **NOT** provide detailed, specific plant information.

4.2.3 During a drill, repeat the statement, "This is a drill" or "This is an exercise message", with each radio transmission using the proper radio call signs (Base - WQC700, Mobile -KA82138).

4.2.3.1 The Base Station must give the radio call sign with each transmission.

4.2.3.2 The field teams do **NOT** have to use the radio call sign when addressing the Base Station. The field teams must give the radio call sign when addressing other field teams.

4.2.3.3 For any backup sampling vans from other stations, the call sign shall be preceded by the station name (example "Oconee sample van 1").

4.2.3.4 Vehicles drawn from the McGuire garage that are designated as beta/gamma survey teams shall use 'alpha, bravo, charlie, and delta' designations during radio messages.

4.2.3.5 **WHEN** transmitting vital information, use repeat back method of communications and the phonetic alphabet.

4.2.3.6 Follow FCC guidelines for radio communications at all times.

4.3 Locating and Tracking the Plume

4.3.1 Begin plume boundary identification by monitoring dose rates while traversing east and west of the site (≈ 0.5 miles).

4.3.1.1 East of site - travel from the Hwy. 73 (stoplight) entrance to the MOC to the end of the discharge canal fishing area.

4.3.1.2 West of site - travel from the MOC parking lot to Cowan's Ford Dam Parking Lot.

4.3.1.3 Communicate location to the TSC or EOF when plume edge is identified. Any change in background dose rate shall be assumed to indicate plume edge. Communicate changes in dose or count rates immediately.

4.3.1.4 Do **NOT** enter the plume unless directed by the FMC.

4.3.2 Be prepared to take full direction from the Field Monitoring Coordinator (FMC) at the EOF, when that position is prepared to do so.

4.3.2.1 Major roadways delineate major territories surrounding the plant. Either all or a portion of these sections would be expected to be affected to some degree by radioactivity released from the plant. Utilize major roadways to access suspected regions (outer edges, leading edge(s), centerline) of the plume, as necessary.

A. Major roadways on the EPZ map are identified by numerical designations and responsibility level (federal, state, county, or city) designations.

B. Selected roadways on the EPZ map are identified by a specific name, rather than a numerical responsibility designation.

4.3.2.2 Each predetermined sampling location is denoted by a red text oval on the map. The sampling point designator indicates the protective action zone the point is in and the mileage from the plant.

A. The FMC should use the points as landmarks when directing the teams.

B. The point locations can be read directly from the map or from the directions in Enclosure 5.6.

4.3.2.3 While enroute and at sampling locations, report the maximum radiation level, and location of plume boundaries to the FMC.

4.3.2.4 Record radiation dose rates and sample results on Enclosure 5.7.

4.3.2.5 Once a release has occurred, close vehicle windows and place ventilation off or on recirculation to minimize contamination until the plume area is identified.

4.3.2.6 Ensure that count rate meter is on and is monitored during transport to sampling locations.

4.3.2.7 **IF** any equipment becomes inoperable, notify the FMC and await further instructions.

4.3.2.8 Record plant status update information on Enclosure 5.8.

CAUTION: Park vehicles completely off the road when sampling and use emergency flashers and strobe (if available) while stopped.

Wear reflective vests when leaving a vehicle parked on the roadside for sampling. Vests are stored in the rear section cabinet with protective clothing.

4.4 **WHEN** directed, collect additional environmental samples, including but **NOT** limited to: air samples, smears of surrounding areas, integrated dose over a period of time with TLDs, vegetation, sediment, water, and milk, as requested by the FMC. Label and save each for analysis. FMTs may also be requested to retrieve and replace environmental air samplers or TLDs.

4.4.1 To collect a vegetation sample, use the shears to cut enough broad leaf vegetation to fill a 12"x12" poly bag.

4.4.2 To collect a soil sample, estimate one square foot of soil and dig out one inch deep.

4.4.3 To collect a water sample, fill a one gallon cubitainer. For differences in elevation, or samples that are difficult to obtain, use the limnological sampling equipment (see Enclosure 5.3).

NOTE: Automobiles and other vehicles are moveable and may **NOT** provide representative sample of contamination in survey area.

4.4.4 To perform a contamination survey take smears on stationary, horizontal surfaces, e.g., mailboxes, gas pumps.

4.4.5 To collect an air sample:

NOTE:	Be aware of terrain during air sampling or surveying (i.e., windbreaks formed by landscape or vegetation) which could inhibit acquiring representative samples.

4.4.5.1 Position sample van air sampling port in the direction of the plant.

4.4.5.2 Load Particulate and Charcoal (P&C) cartridge into P&C holder.

4.4.5.3 Remove the cover from the air sampling port.

4.4.5.4 Insert P&C holder into the sample port to ensure outside air is sampled.

4.4.5.5 Start air sampler and run for required time. (Normal air sample is 5 minutes at 2 cfm).

4.4.5.6 Stop the air sampler.

4.4.5.7 Remove P&C holder from the air sampling port.

4.4.5.8 Replace cover on air sample port.

4.4.5.9 Move van to a low background area.

4.4.5.10 **WHEN** van is no longer in the plume, purge the P&C by permitting 15 ft^3 of air to flow through the sample cartridge. (7.5 minutes at 2 cfm)

4.4.5.11 Remove the P&C from the P&C holder.

4.4.5.12 Separate the P&C.

4.4.5.13 Label particulate and charcoal and retain the particulate filter for gamma spec analysis.

4.4.5.14 Count the air sample charcoal cartridge, document and report results using Reference 2.1.

4.4.5.15 Retain the charcoal cartridge for further analysis.

4.5 FMT Turnover

4.5.1 FMTs shall be relieved as directed by the FMC.

4.5.2 Provide turnover to the relief FMTs, using Enclosure 5.9.

4.5.3 Turn in all data sheets to the FMC as directed.

4.5.4 After being relieved, report to a counting facility designated by the FMC for a post-job BBA.

5. Enclosures

5.1 Sample Van FMT Checklist

5.2 Survey Vehicle FMT Checklist

5.3 List of Designated Limnological Sample Points

5.4 Detailed Guide to All TLD Sample Locations

5.5 List of Designated Milk Sample Locations

5.6 Directions for Predetermined Survey/Sampling Locations

5.7 Field Monitoring Survey Data Sheet

5.8 Periodic Status Update for Field Monitoring Teams

5.9 FMT Turnover Checklist

Reference Use

NOTE: Items on checklists may be performed in any sequence.

PRE-DISPATCH

☐ Obtain the following equipment: Normal issue TLD, electronic dosimeter (DMC-2000). Using Sentinel, log on to RWP-98. ED alarm setpoints are 1000 mRem/hr (dose rate) and 500 mRem (accumulated dose).

☐ Obtain Emergency key set from the equipment storage area key box (Combination 911) in Room 158 of the Administration Building and unlock the equipment storage locker.

☐ Obtain portable instruments (ion chamber and count rate meters) and source check. Survey the area for radiation levels.

☐ Remove portable radios from chargers (one unit for each FMT). Turn the off/on/volume control switch on the top of the radio until MNS-FM is displayed. **IF** MNS-FM does **NOT** display, ensure that Group Selector knob is set to "1". Ensure that A/B switch is set to position "A".

☐ Test the radios using the mobile call sign: **"WQC 700, McGuire Base, this is KA8-2138, portable radio check. Do you copy?"** **IF** McGuire Base does **NOT** respond, perform radio checks with the other sample van using the mobile call sign **"KA8-2138, Sample Van** _____ (other sample van), **this is Sample Van** _____ (your sample van) **portable radio check. Do you copy?"**

IF a radio does **NOT** function, remove it from service by removing the battery. Ensure that the radio is turned off before removing or replacing any battery.

☐ Obtain all other necessary equipment: respirators, ESP-2s and check sources. Obtain canvas bags ESK-1 or ESK-2 (sample van kits). They can be used to carry instruments and respirators. All protective clothing is located in the back cabinet of the sample vans.

☐ One team shall call the TSC Dose Assessor at 875-4976 for the status of any release and current Met Data. Communicate this information to the other teams.

☐ Proceed to the sample vans monitoring portable instruments in transit. Start sample van engines and stabilize inside temperature.

☐ Turn on the sample van radio. The unit will display MNS-FM. **IF** MNS-FM is **NOT** displayed, toggle the Group Select knob until MNS-FM is displayed.

☐ Test the radios using the mobile call sign: **"WQC 700, McGuire Base, this is KA8-2138, sample van 1 (or 2). Do you copy?"** "**IF** McGuire Base does **NOT** respond, perform radio check with the other sample van using the mobile call sign: **"KA8-2138 Sample Van** _____ (other sample van), **this** is Sample Van _____ (your van). **Do you copy?"**

☐ Turn on the cellular phone. Test the phone by calling TSC dose assessment at 875-4976. It may be necessary to move the vans from under the unit high voltage lines to test the cellular phones.

☐ Start the power inverter (located behind rear seat on the driver's side) to the ON position. The air sampler and plug mold strip are now energized. The air sampler is located on the left side behind the rear seat. Verify that air sampler has current calibration.

☐ Set up ESP-2s. Perform background and source checks in accordance with HP/0/B/1009/027. Sample vans should perform background and source checks while the van is stationary. Report any problems to the TSC/EOF.

☐ Return source to Room 158 cabinet.

☐ Notify TSC Dose Assessors that pre-dispatch checks are complete and: (circle one)

a. Sample Van _____ (1,2) is proceeding west of the plant to traverse from MOC parking lot to Cowan's Ford Dam parking lot.

b. Sample Van _____ (1,2) is proceeding east of the plant to traverse from Hwy 73 (stop light) entrance to the MOC to the end of the discharge canal fishing area.

c. Sample Van _____ (1,2) is standing by at _____ (location).

UPON RETURNING TO THE SITE:

☐ **IF** needed, refuel Sample Van at MNS Garage using card on key ring.

☐ Ensure mobile van radios are switched off.

☐ Ensure that power inverter is turned to the OFF position.

☐ Perform inventory of protective clothing and emergency equipment per PT/0/A/4600/088. (Notify the RP Staff Scientist of any discrepancies.)

☐ Turn off all instruments and portable radios and place in storage cabinet.

☐ Place portable radio into a charging unit.

☐ Ensure that storage cabinet is closed and locked.

☐ Return keys to the lock box in Room 158.

☐ Turn in all relevant surveys and checklists.

Reference Use

NOTE: Items on checklists may be performed in any sequence.

PRE-DISPATCH

☐ Obtain the following equipment: a normal issue TLD, electronic dosimeter (DMC-2000). Using Sentinel, log on to RWP-98. ED alarm setpoints are 1000 mRem/hr (dose rate) and 500 mRem (accumulated dose).

☐ Obtain Emergency key set from the equipment storage area key box (Combination 911) in Room 158 of the Administration Building and unlock the equipment storage locker.

☐ Obtain portable instruments (ion chamber and count rate meters) and source check. Survey the area for radiation levels.

☐ Remove portable radios from chargers (one unit for each FMT). Turn the off/on/volume control switch on the top of the radio until MNS-FM is displayed. **IF** MNS-FM does **NOT** display ensure that Group Selector Knob is set to "1". Ensure that A/B switch is set to position "A".

☐ Test the radios using the mobile call sign: **"WQC 700, McGuire Base, this is KA8-2138, portable radio check. Do you copy?"** **IF** McGuire Base does **NOT** respond, perform radio check with one of the sample vans using the mobile call sign:

"KA8-2138, Sample Van _____ (1 or 2), this is a portable radio check. "Do you copy?"

IF a radio does **NOT** function, remove it from service by removing the battery. Ensure that the radio is turned off before removing or replacing any battery.

☐ One team shall call TSC Dose Assessor at 875-4976 for status of any release and current met data. Communicate information to other teams.

☐ Obtain the designated emergency kits ESK-3 or ESK-4 (canvas bags) from the locker. All other necessary equipment is located in the kits.

☐ Proceed to the McGuire Garage by personal vehicle or Sample Van. **IF** obtaining pool vehicles after hours, weekends or holidays, call Security from the Garage gate phone to gain access. The phone number is located on the phone housing.

☐ Notify the TSC Dose Assessor that pre-dispatch checks are complete and; (circle one)

a. Survey Vehicle _____ (alpha, bravo, charlie, delta) is proceeding west of the plant to traverse from MOC parking lot to Cowan's Ford Dam parking lot.

b. Survey Vehicle _____ (alpha, bravo, charlie, delta) is proceeding east of the plant to traverse from Hwy 73 (stop light) entrance to the MOC to the end of the discharge canal fishing area.

c. Survey Vehicle _____ (alpha, bravo, charlie, delta) is standing by at

_____
(location)

UPON RETURNING TO THE SITE:

☐ Perform inventory of emergency equipment per PT/0/A/4600/88 (Reference 2.2). Notify the RP Staff Scientist of any discrepancies.

☐ Turn off all instruments and portable radios and place in storage cabinet.

☐ Place portable radio into charging unit.

☐ Ensure that storage cabinet is closed and locked.

☐ Return keys to the lock box in Room 158.

☐ Turn in all relevant surveys and checklists.

Information Use

Mt Holly Intakes - Sector E (South ≈ 5 miles)

Sample elevation - 630'

Accessible on Hwy 273, north of Duke Power Mt. Holly Training Center.

Charlotte Intakes - Sector E (South) 5 - 6 miles

Sample elevation 635' - Unit 1 intake

640' - Unit 2 intake

637' - Unit 3 intake

Accessible by land on SR 2004 (Mt. Holly-Huntersville Road)(Pump Station Road)

LIMINOLOGICAL SAMPLING DIRECTIONS

(1) Pull one of the blue stoppers out of the end of the main tube and attach the wire loop to one of the small pins on the handle tripping mechanism.

(2) Repeat for the other stopper.

(3) Lower the bottle under water keeping the line taut, and drop the weight to strike the tripping mechanism. This will release the cables and close the bottle.

(4) For shoreline sampling when the elevation difference is small, attach one stopper and fill the bottle with water by scooping. The bottle can now be closed and the black nozzle used to empty the sample into a cubitainer.

NOTE: 1. Full lake elevation is 760'.

2. Catawba River spillway elevation (for Charlotte intakes) is 647'6"

Information Use

This enclosure is meant to provide a guide to one who is **NOT** familiar with the environmental TLD sample route. Appropriate deviations from this sequence and route may be made as necessary.

A. Sample location numbers:

143 - Point of land north of intake pumps.

144 - On the fence, at air sampling site #120, near E.P. Boat House.

145 - On the fence, at air sampling site #121, near guard house at Training and Technology Center.

146 - Shoreline of discharge canal, below the bridge.

147 - On the fence, at the Training and Technology Center, Environmental Laboratory, behind the QA building, next to the beige aluminum building.

148 - Second utility pole on the right-hand side of Energy Explorium Entrance from Hwy. 73.

149 - Near site fence, 200 feet east of U-2 Access Road on Hwy. 73.

151 - Fence east side inside O.C. (Owner Controlled) Gate #2.

152 - Near railroad tracks west of McGuire main entrance.

153 - Clearing on the left, inside O.C. (Owner Controlled) Gate #4 (S. River Gate).

154 - Edge of river bank, access O.C. (Owner Controlled) Gate #5 (Lower Dam Access).

156 - Top of earthen dam, access O.C. (Owner Controlled) Gate #7.

157 - Williamson access area (on the Mecklenburg Neck) on utility pole just beyond access sign.

158 - End of state maintained Road #2189 (Bethel Church Road).

159 - Anchorage Marine Shipyard at Holiday Harbor Marina.

160 - On the fence, at Anchorage Marine Showroom.

161 - Main power pole at the intersection of Hwy. 21 and Hwy. 73.

162 - First power pole at the intersection of Gilead Road and State Road #2139.

163 - At the intersection of Hambright Road and McCoy Road (State Road #2138).

164 - Power pole at the intersection of Beatties Ford Road and Hambright Road.

165 - Approximately 2 miles down power plant road from River Bend Steam Station.

166 - Water tank across from River Bend Steam Station.

167 - Behind Lucia Volunteer Fire Department.

168 - Power pole at State Road #1511 at Killian Creek.

169 - Last power pole on Kincaid Road.

170 - Second utility pole on right from intersection of Hwy. #73 and State Road #1386.

171 - Utility pole at Triangle Hardware.

172 - Power pole at the residence located at 625 Golf course Ln.

173 - First utility pole on S.R. #1891 intersection with S.R. #2393.

174 - On the fence, at air sampling site #134, near East Lincoln Junior High School.

175 - Utility pole, fifth house on right, Hoyle Road.

177 - On a tree at the residence, 908 Belmarrow Dr.

178 - Duke Power Substation at AmeriSteel Corporation.

180 - Mooresville Water Treatment Plant.

181 - Davidson Water Treatment Plant.

182 - On the fence, at air sampling site #133, at Cornelius substation.

186 - On peninsula beyond MNS fishing access.

187- First gravel road past Energy Explorium.

191 - Fenced pumping station on John Connor Dr.

196 - New Landfarm fence.

197 - New Landfill fence.

198 - Old Landfill fence.

199 - Old Landfill fence at groundwater well MW-1.

B. Directions to sampling locations:

NOTE:	Contact Security at Ext. 4460 to open all O.C. (Owner Controlled) Gates.

Site #144	Located inside the air sampling cage by the HP Boathouse (air site #120)
Site #187	Continue past Energy Explorium and take first right on to a gravel road. The TLD is located inside air sampler cage (air site #195).
Site #186	Proceed toward the Plant to the end of the fishing access. Bear to the right at the site boundary fence, unlock the cable and proceed out on the peninsula. The TLD is on a stake about half way out the peninsula to the right on a stake.
Site #143	Continue out the peninsula to the point where the TLD is located on a stake near the osprey nest site.
Site #145	Heading back toward the guardhouse, the TLD is located inside the cage at the air sampling site #121.
Site #146	Passing the guardhouse on your left, the TLD is located on the left, attached to the backside of the light pole, just after crossing the bridge.
Site #147	Continue forward to main entrance road. Turn into the QA entrance on your left. The TLD is on the chainlink fence beside the brown aluminum building. (A large oak tree is in front of the fence).
Site #148	Continue down entrance road to the fourth light pole on the left. The TLD is on the backside of the utility pole. You'll have to pull over to the right off of the road and allow the other person to pick up the TLD on the left side of the road.
Site #149	Continue on to the stop sign at Hwy 73. Turn right and go to the first clearing on the right. The TLD is located on the site boundary fence.
Site #189	Continue forward on Hwy 73 toward MNS. The TLD is located just off the right side of the road on a stake near a tree with a red painted dot just before transmission lines cross Highway 73.
Site #152	Continue past MNS main entrance for approximately 100 yards to the clearing on your right. The TLD is located between on a stake..
Site #151	Enter MNS main entrance. The TLD is located on the fence by OC gate #2 immediately on the right.

Site #153 Continue into MNS and head toward the setting ponds/land farm area. Circle around the settling ponds and pass the air site (#125) on the left. Proceed to OC gate #4 and approximately 100 feet from the gate is a clearing on the left. The TLD is located on a stake in the clearing.

Site #154 Drive vehicle back around setting ponds toward the land farm area and turn left on the first gravel road and proceed through QC gate #5. Drive to where the road forks. Take the left fork and down the next gravel/dirt road on your right, you may drive directly to the level grassy area near the riverbank edge. The TLD is on a stake near the riverbank edge approximately 3/4 of the way down the length of the rocky bank just past the control monument.

Site #190 Continue along the riverbank follow the tree line away from the river until you see a "dangerous water" sign. Continue forwards approximately 300 yards to the tree with a painted red dot on it. The TLD is on a stake.

Site #156 Drive the vehicle back up the hill toward warehouse #5. Make a left turn just before you get to warehouse #5 and go up toward the intake structures. The road heads toward MNS and then makes a hairpin turn back toward the dam. Drive all the way to the edge of Cowan's Ford Dam and the TLD is located to the left of the cement wall on a stake.

Site #196 Return to Hwy 73 and turn left. Turn right at MNS Garage Access Road and proceed past garage to dirt road on the right. Drive down dirt road past electrical switch yard to the MNS landfarm on the left. The landfarm is fenced in and the TLD is on the fence adjacent to the road. NOTE: TLD #196 replaces old TLD #LF2.

Site #197 Proceed down dirt road to the landfill. The TLD is located to the left of the gate to the landfill.

Site #198 Proceed back toward garage and take dirt road to left. Drive to road ends at old landfill gate. TLD is at top of hill to the right of the gate.

Site #199 Drive through gate to back side of the landfill. You will see a groundwater well (MW-1) near the back gate. The TLD is at MW-1 on a steel post.

Site #191 Return to Hwy 73 and turn right. Drive toward Cornelius and take a left on Jetton Rd. Drive to John Connor Rd. and take a left onto it. Drive a short distance to the CMUD pumping station on the left. The TLD is on the air sampler environmental house inside the fenced pumping station (air site # 192).

Site #158 Return to Hwy 73 and turn left. Proceed to Bethel Church Rd. (SR 2189) and turn left. Proceed to Staghorn Rd. The TLD is located on a utility pole at the intersection of Bethel Church Road and Staghorn Road.

Site #159 Return to Hwy 73. Turn left and make a sharp left turn onto Henderson Rd. Drive to the end of that road. The TLD is on the oak "NRC Tree" by the water.

Site #160 Return to Hwy 73 and turn left. Follow 73 east to Hwy 21 South, turn right and go to the Anchorage Marine Showroom, which will be on the left. The TLD is located on the chain link fence in front of the parking lot.

Site #161 Return to Hwy 73 and turn left. Continue to the intersection of 21 and Sam Furr Rd. The TLD is located on the back of the Energy Explorium sign to the right.

Site #178 Continue on Hwy. 21 (heading south) and go until you intersect with Gilead Road. Turn left onto Gilead Road. Proceed to the intersection of Gilead and Old Statesville Road (Hwy. 115) and turn right. Keep going past North Mecklenburg High School and continue to the "Croft Community" sign (which will be on your right). Immediately after this sign on your right is a dirt road. Turn right and this is the entrance to the Duke Power substation at Florida Steel Corp. Use a DPC #2 key to gain access down the road. The TLD is on a stake to the left of the road approximately 100 yards past the entrance gate.

Site #163 Return to Hwy.115. and turn left, proceed to SR #2117 (Hambright Road). Turn left (directly in front of Alexander Jr. High School) and proceed to McCoy Rd. (≈ 3.0 miles). The TLD is located on the telephone pole (beside the NRC TLD) at the residence.

Site #164 Turn around on McCoy Rd. then turn right on Hambright Rd. Come to the intersection of Hambright and Beatties Ford Road. The TLD is located on the left side of the road on a telephone pole.

Site #162 Turn right onto Beatties Ford Rd. and proceed to Bud Henderson Rd., turn right. Go to Gilead Rd. and turn right. Proceed to Ranson Rd. (SR #2139, this road is in a sharp curve) and turn left. TLD is on the second pole on the left near an electric fence.

Site #182 Return to Gilead Rd. and turn left. Travel forward over I-77. Turn left onto Old Statesville Road and go to Cornelius. TLD is inside cage at air sampler site #133.

Site #181 Travel on to Davidson water treatment plant. The TLD is on a power pole in the front of the plant.

Site #157 From Davidson water treatment plant, go to stop sign and turn left onto Gamble St. Go one block and turn right onto Jetton St. Follow until road ends, turn left and you will see I-77 to your right. Take I-77 North to exit 33, Hwy. 21N. Turn left. Proceed until you come to Brawley School Rd. (there will be a church on your right just before the intersection where you will be turning left.) Follow Brawley School Rd. which eventually turns into Mayhew Rd. past Mallard Head Country Club until the road dead-ends (≈ 8 mi.). The TLD is located on a utility pole in the right rear yard.

Site #180 Go back to intersection of Brawley School Rd. and Hwy 21. Cross straight over 21 towards Mooresville. At Hwy 21N, turn left and continue to Mooresville water treatment plant. The TLD is located on a utility pole to the right of the driveway.

Site #173 Return to Hwy 21-South and turn right. Proceed approximately 1/2 mile and veer to your right to Hwy. 150 west. Proceed past Marshall Station to the intersection of SR 1899 and 150 and turn left. This will be SR 1899 Slanting Bridge Rd. Continue to Keistler's Store Rd. and turn left. Follow this road to Mountain Shore Lane, turn left (across from the two-story beige house). Next turn left onto Glenwood Rd. The TLD is located on the first power pole in the front yard of the first house on the left.

Site #172 Return to Slanting Bridge Rd. Turn left and continue to Hwy. 16. Turn left and go to Fairfield Rd. (≈ 3.3 miles) on the left in the Westport Community and turn left (SR 1389). Take the first left onto North Golf Course drive which turns into Lakeshore Drive. At the intersection of Golf Course Drive and Lakeshore Drive. The TLD is on the utility pole to the right at 625 Golf Course Dr.

Site #171 Return to Hwy 16-South, turn left. TLD is on the utility pole on the north side of the Triangle Ace Hardware (which will be on the left).

Site #170 Return to Hwy. 16 and turn left. Proceed to the intersection of Hwy. 16 and 73. Turn right onto 73 and turn left onto Little Egypt Rd. The TLD is on the 2nd utility pole on the right.

Site #174 Return to Hwy. 73 and turn left. Go to East Lincoln Jr. High School. The TLD is located in the air sampling cage at air sampling site #134.

Site #175 Return to Hwy. 73 and turn right. Go to Boger City. Hwy. 73 runs into Hwy. 27. Go straight to the first light and turn right on to Buffalo Shoals Rd. Proceed until you come to SR 1332 (Highland Rd.) and turn left. Follow to Hoyle Road on your right and turn right. Go to 208 Hoyle Road. TLD is on the fence beside the house.

Site #168 Return to Hwy. 73 and go back past East Lincoln Jr. High School , take a right on Old Plank Road. Go approximately 5 miles until you cross a bridge. The TLD is located on a utility pole on the right just after crossing the bridge.

Site #177 Return to Hwy 73 and continue to stop light at Hwy.16. Turn right on to Hwy 16 and proceed to Rozzelles Ferry Road (old Hwy.16) and take a right. Rozzelles Ferry turns into Belhaven Blvd. Go to a green Coulwood School sign. Turn right at this sign. This is Kentberry Rd. Continue ≈ one block and turn left onto Belmarrow Dr. The TLD is located at 908 Belmarrow Rd. on a safety light pole at the driveway entrance to the left.

Site #166 Return to Hwy. 16 and turn right. Continue to the Catawba River. After crossing the bridge, turn right at Steam Plant Rd. and follow this road to Riverbend Steam Station. Continue on Horseshoe Bend Beach Rd. to the water tower that is across the road directly in front of the steam station. The TLD is on the fence which surrounds the water tower.

Site #165 Continue down the road, away from Hwy. 16, ≈ 1 mile to a real sharp curve in the road. There will be a dirt area on your left where you can pull over at a barricade. The TLD is on utility pole to the left of the barricade.

Site #167 Return to Hwy. 16. At the light, go straight and proceed to the building at 14522 Lucia Riverbend Highway on the right. The TLD is located on a power pole that supplies the building.

Site #169 Return to Hwy. 16 and turn left. Proceed to Hill's Chapel United Methodist Church on the left. Just past the church is a dirt road (Glover Lane), turn left and go to the end of this road. The TLD is located on a utility pole on the right.

Information Use

This enclosure is meant to provide a guide to one who is **NOT** familiar with the environmental milk sample route. Appropriate deviations from this sequence and route may be made as necessary.

MILK SAMPLES

A. Sample location numbers:

139 - William Cook Dairy
138 - Henry Cook Dairy
140 - David Kidd Dairy
141 - Lynch Dairy

B. Directions to sampling locations:

Location #139
William Cook Dairy — Turn left when leaving MNS main entrance and proceed to Oliver Hager Rd. (SR #2142) on your right. Follow road to the large main house. Behind the house is a garage storage area. The milk will be in a refrigerator in the garage area.

Location #138 — Return to Hwy. 73 and turn left. Proceed to Beatties Ford Rd.

Henry Cook Dairy	(Rd. beside Phillips 73 General Store) and turn left. Follow Beatties Ford Rd. approximately 0.5 miles to Gilead Rd. Turn left. Follow Gilead Rd. approximately 4 mi. to Ervin Cook Rd. Turn left. Henry Cooks Dairy will be the second dairy on your left, approx. 1 mi. It will be on your left just before the road ends. The milk will be in a refrigerator in the white wooden building on your right.
Location #140 Kidd's Dairy	Return to Beatties Ford Road and make a left. Proceed to Jim Kidd Road (approximately 1.0 miles) and turn right. Proceed approximately 0.5 of a mile and look for a white house on the right. Follow the dirt road to the rear of the house. The milk sample is taken from the vat located in the block building behind the house.
Location 141 Lynch Dairy	From ASC turn right onto Hwy. 73. Follow Hwy. 73 until it intersects with Hwy. 27. Follow Hwy. 27 into Boger City to SR #1003 (Buffalo Shoals Road) and turn right. The Lynch residence is 5.4 miles on the right (yellow frame house).

Information Use

Example:

A	-	2	-	1
Evacuation Zone		Mile Radius		Sample

A-2-1	From the intersection of Hwy. 73 and Jetton Road (SR2151), go west on Jetton Road 2.0 miles. Turn left onto John Connor Rd. and go 1.0 miles. Turn right on Belle Isle Dr. (SR2331) and go to the end of the road.
A-3-1	From the intersection of Hwy. 73 and Jetton Road (SR2151), go west on Jetton 3.8 miles to dead end.
A-3-2	From the intersection of Hwy. 73 and Jetton Road (SR2151), go west on Jetton Road 2.1 miles to the intersection of Jetton Road and North Beatties Ford Rd. Go to end of road and turn right.
A-3-3	From the intersection of Hwy. 73 and Nantz Road (SR2148), go west on Nantz Road. Go to end of Nantz Road.
A-5-1	Take I-77 north to exit 33, turn left on Williamson Road (SR1109). Turn left on Brawley School Road (SR1100), go west 8.0 miles on Brawley School Road to dead end at water. NOTE: Brawley School Road becomes Mayhew Road at Meckenburg County Line.
A-5-2	From the intersection of Hwy. 73 and Bethel Church Road (SR2189), go north on Bethel Church Road to the end of Bethel Church Road.

Directions for Predetermined Survey/Sampling Locations

A-5-3 From the main plant entrance, go east on Hwy. 73 (6.4 miles) to the intersection of Hwy. 73 and Henderson Road (SR2307).

A-6-1 From the intersection of Williamson Road (SR1109) and Brawley School Road (SR1109), go west 6.9 miles on Brawley School Road. Turn left on Torrence Chapel Road (SR2065), go 0.4 miles. Stop on roadside. NOTE: Brawley School Road becomes Mayhew Road at Mecklenburg County Line. Torrence Chapel Road is the first left after the county line.

B-1-1 One mile from plant on Lake Norman. (WNW)

B-1-2 One mile from plant on Lake Norman. (NW)

B-1-3 One mile from plant on Lake Norman. (NNW)

B-1-4 One mile from plant on Lake Norman. (N)

B-1-5 One mile from plant on Lake Norman. (NNE)

B-1-6 Emergency Boat House and dock.

B-1-7 One and ½ miles from plant on Lake Norman directly east of TTC. (NE)

B-1-8 One and ¼ miles from plant on Lake Norman (NE) at mouth of discharge canal.

B-1-9 One and ½ miles from plant on Lake Norman (ENE).

B-1-10 Bridge over discharge canal on road to TTC.

B-1-11 The intersection of U-2 access road and the road to TTC.

B-1-12 On the roadside of U-2 access road .2 miles off of Hwy. 73.

B-1-13 The intersection of Hwy. 73 and the U-2 access road.

B-1-14 The intersection of Hwy. 73 and the access road to the firing range.

B-1-15 U-1 main entrance.

B-1-16 Right past the bridge on Hwy. 73 over the Catawba River (below the dam).

B-1-17 The east side of Cowans Ford Dam, access through O.C. Gate #5 (lower dam access).

B-1-18 At the intake structure.

B-2-1 2 miles from plant on Lake Norman (NE).

B-2-2 From McGuire main entrance, go east on Hwy. 73 (2.5 miles). Turn left on Terry Lane (SR2255). Go 0.5 miles to the end of Terry Lane (SR2255).

B-3-1 From McGuire main entrance, go east on Hwy. 73 (3.8 miles). Turn left on Norman Island Drive (SR2145). Go to the end of Norman Island Drive.

C-1-1 At the intersection of Hubbard Road and Hwy. 73 turn on Hubbard Road (SR2134) and stop on roadside.

C-1-2 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south 1.3 miles on Beatties Ford Road. Turn right onto Cashion Road (SR2133), go to end of road.

C-2-1 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south 1.3 miles on Beatties Ford Road to the intersection of Beatties Ford Road and Cashion Road (SR2133).

C-2-2 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south 1.5 miles on Beatties Ford Road. Turn right on Stephens Road (SR2132), go .7 miles to dead end at gate.

D-2-1 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south 0.3 miles on Beatties Ford Road to the intersection of Beatties Ford Road and Gilead Road (SR2136).

D-3-1 From McGuire main entrance go east on Hwy. 73 (3.8 miles) to first stoplight. Cashion's convenience store parking lot on Hwy. 73.

D-3-2 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go 0.3 miles south on Beatties Ford Road. Turn left on Gilead Road (SR2136), go 1.2 miles to the intersection of Gilead Road and Bud Henderson Road (SR2131).

D-3-3 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 2.4 miles to the intersection of Beatties Ford Road and Jim Kidd Road (SR2129).

D-3-4 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 3.5 miles. Turn right on Neck Road (SR2074), go 2.4 miles to the intersection of Neck Road and Allison Ferry Road (SR2127).

D-3-5 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 3.5 miles. Turn right on Neck Road (SR2074), go 2.4 miles. Turn right on Allison Ferry Road (SR2127), go 0.7 miles to dead end.

D-5-1 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 0.3 miles. Turn left on Gilead Road (SR2136), go 3.0 miles to the intersection of Gilead Road and Ranson Road (SR2139).

D-5-2 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 4.2 miles. Turn left on Hambright Road (SR2117), go 1.6 miles to the intersection of Hambright Road and McCoy Road (SR2120).

D-5-3 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 4.2 miles to the intersection of Beatties Ford Road and Hambright Road (SR2117).

D-5-4 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 5.0 miles to the intersection of Beatties Ford Road and Sample Road (SR2125).

D-5-5 From the intersection of Beatties Ford Road (SR2128) and Hwy. 73, go south on Beatties Ford Road 3.5 miles. Turn right on Neck Road (SR2074), go 2.4 miles. Bear to left and continue 0.6 miles. Stop on roadside. Should see entrance to Cowan's Ford Waterfowl Refuge.

E-6-1 From the intersection of Beatties Ford Road (SR2128) and Mt. Holly Huntersville Road (SR2004), go west on Mt. Holly-Huntersville Road to the intersection of Mt. Holly-Huntersville Road and Oakdale Road (SR2042).

E-7-1 From the intersection of Beatties Ford Road (SR2128) and Mt. Holly-Huntersville Road (SR2004), go west on Mt. Holly-Huntersville Road 3.2 miles to the intersection of Mt. Holly-Huntersville Road and Pump Station Road (SR2001).

E-8-1 From the intersection of Beatties Ford Road (SR2128) and Miranda Road (SR2025), go west on Miranda Road to the intersection of Miranda Road and Sunset Road (SR2042).

E-8-2 From the intersection of Mt. Holly-Huntersville Road (SR2004) and Hwy. 16, go south on Hwy. 16 to intersection of Hwy. 16 and Pleasant Road (SR2008).

E-8-3 From the intersection of Mt. Holly-Huntersville Road (SR2004) and Hwy. 16, go west on Mt. Holly-Huntersville 0.8 miles to the intersection of Mt. Holly-Huntersville Road and Harwood Lane (SR1667) - directly across from Mountainair Road.

E-10-1 From the intersection of Beatties Ford Road (SR2128) and Sunset Road (SR2108), go west on Sunset 0.7 miles. Turn left on Peachtree Road (SR2019), go 1.3 miles to the intersection of Peachtree Road and Oak Road (SR2027).

E-10-2 From the intersection of Mt. Holly-Huntersville Road (SR2004) and Hwy. 16, go south on Hwy. 16 (1.5 miles). Turn right on Valleydale Road, then make an immediate right (50 ft.) onto Gumbranch Road. Go 0.7 miles on Gumbranch. Turn left on Cathey Road, go 1.0 miles to the intersection of Cathey Road and Tom Saddler Road.

F-5-1 From the intersection of US21 and Gilead Road (SR2136), go south on US21 (0.9 miles) to the intersection of US21 and Mt. Holly-Huntersville Road (SR2004).

F-7-1 From the intersection of US21 and Gilead Road (SR2136), go south on US21 (2.9) miles. Turn right on Alexanderana Road (SR2116), go 1.0 miles to the intersection of Alexanderana Road and Mt. Holly-Huntersville Road (SR2004).

F-8-1 From the intersection of I-77 and Gilead Road (SR2136) - Exit #23, go south to I-77 to the intersection of I-77 and Reames Road (SR2110) - Exit #18.

F-9-1 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Continue straight on Huntersville-Concord Road (SR2426) 3.6 miles to the intersection of Huntersville-Concord Road and Hiwasee (this also may be called Huntersville-Concord Road).

F-9-2 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Continue straight on Huntersville-Concord Road (SR2426) 2.4 miles. Turn right on Asbury Chapel Road (SR2442), go 2.4 miles to the intersection of Asbury Chapel Road and Trails End Road (SR2445).

F-10-1 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Turn right on Hwy. 115, go 2.9 miles. Turn left on Alexanderana Road (SR2457), go 0.9 miles. Turn left on Eastfield Road (SR2459), to 2.3 miles to the intersection of Eastfield Road and Prosperity Church Road (SR2475).

F-10-2 From the intersection of US21 and Gilead Road (SR2136), go south on US21 5.2 miles. Turn left on Lakeview Road (SR2112), go 1.0 miles. Turn right on Hwy. 115, go 0.7 miles to the intersection of Hwy. 115 and Victoria Ave. (SR2631) Beachwood Mobile Home Park Road.

G-5-1 From the intersection of US21 and Gilead Road (SR2136), go north on US21 (3.8 miles) to the intersection of US21 and Westmoreland (SR2147).

G-5-2 From the intersection of US21 and Gilead Road (SR2136), go north on US21 (2.3 miles) to the intersection of US21 and Sam Furr Road (SR2145).

G-6-1 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Turn left on Hwy. 115, go 3.7 miles to the intersection of Hwy. 115 and Bailey Road (SR2416).

G-6-2 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Turn left on Hwy. 115, go 1.6 miles. Turn right on McCord Road (SR2427), go 0.3 miles. Turn right on Hagers Road (SR2438), go 0.5 miles to dead end.

G-8-1 From the intersection of US21 and Gilead Road (SR2136), go north on US21 (2.3 miles). Turn right on Sam Furr Road (SR2145), go 3.9 miles. Turn left on Davidson-Concord Road and continue to intersection of Davidson-Concord Road and Rockey River Road (SR2420).

G-8-2 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Turn left on Hwy. 115, go 0.7 miles. Turn right on Ramah Church Road (SR2439), go 2.4 miles to the intersection of Ramah Church Road and McCord Road (SR2427).

G-10-1 From the intersection of US21 and Gilead Road (SR2136), go east on Gilead Road 0.7 miles. Turn left on Hwy. 115, go 2.0 miles. Turn right on Sam Furr Road (SR2145), go 2.7 miles. Turn left on Davidson-Concord Road, go 2.3 miles. Turn right on Rocky River Road (SR2420), go 2.3 miles. Turn left on Shearer Road (SR2418), go 2.6 miles to the intersection of Sherarer Road and Fisher Road (SR2419).

H-6-1 From the intersection of US21 and Hwy. 73, to east on Hwy. 73 .9 miles to the intersection of Hwy. 73 and Hwy. 115.

H-7-1 From the intersection of I-77 and Hwy. 73 (Exit #28), go north on I-77 to the intersection of I-77 and Griffith Street (SR2158) (Exit #30).

H-7-2 From the intersection of I-77 and Griffith Street (SR2158) Exit #30, go east on Griffith Street 0.9 miles to Sadler Square Shopping Center.

I-7-1 From the intersection of Brawley School Road (SR1100) and Williamson Road (SR1109), go west on Brawley School Road 5.2 miles to the intersection of Brawley School Road and Garden Road (SR1111).

I-7-2 From the intersection of Brawley School Road (SR1100) and Williamson Road (SR1109), go west on Brawley School Road 2.7 miles. Turn left on Isle of Pines Road (SR1113), go 3.4 miles to dead end.

I-8-1 From the intersection of Brawley School Road (SR1100) and Williamson Road (SR1109), go west on Brawley School Road 3.8 miles. Turn right on Chuckwood Road (SR1177), go to end.

I-9-1 From the intersection of Brawley School Road (SR1100) and Williamson Road (SR1109), go west on Brawley School Road 3.8 miles to the intersection of Brawley School Road and Chuckwood Road (SR1177).

I-10-1 From the intersection of Brawley School Road (SR1100) and Williamson Road (SR1109), go west on Brawley School Road 3.2 miles. Turn right onto McKendries Road (SR1115), go 1.6 miles to the intersection of McKendries Road and Lakeview Drive (SR1455).

J-7-1 From the intersection of I-77 and US21 (Exit #33), go west on US21 over I-77 (0.2 miles). Turn left on Alcove Road (SR1206), go 1.8 miles. Turn right on Langtree Road (SR1102), go 2.0 miles to entrance Alexander Island.

J-9-1 From the intersection of I-77 and Griffith Street (Exit #30), go east on Griffith Street (SR2158) 1 mile. Turn left on Hwy. 115, go 1.4 miles to the intersection of Hwy. 115 and Midway Lake Road (SR1137).

J-10-1 From the intersection of I-77 and US21 (Exit #33), go west on US21 over I-77 (0.2 miles). Turn left on Alcove Road (SR1206) then bear right on Catalina Road (SR1110) go 0.6 miles. Bear right on Malibur Road (SR1194) go 0.4 miles to dead end at cul-de-sac.

J-10-2 From the intersection of I-77 and US21 (Exit #33), go east on US21 (0.1 miles). Turn right on Fairview Road (SR1246), go 0.9 miles. Turn right on Hwy. 115, go 0.3 miles. Turn left at Faith Road (SR1136), go 0.8 miles to the intersection of Faith Road and Midway Lake Road (SR1137).

K-9-1 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 6.6 miles. Turn right on Campground Road (SR1373), go 2.8 miles to the intersection of Slanting Bridge Road (SR1373) and Keistler Store Road (SR1899).

NOTE:	Campground Road turns into Slanting Bridge Road at Catawba County Line.

K-9-2 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 6.6 miles. Turn right on Campground Road (SR1373), go 4.8 miles. Turn right on Hwy. 150, go 1.7 miles. Turn right on Kiser Island Road (SR1841), go 3.1 miles to dead end at circle.

NOTE:	Campground Road turns into Slanting Bridge Road at Catawba County Line.

L-1-1 From the McGuire main entrance, go west on Hwy. 73 (0.5 miles) to the Cowans Ford Dam.

L-1-2 From the McGuire main entrance, go west on Hwy. 73 (1.4 miles). Turn right onto Cowans Ford Road (SR1395), go 0.8 miles.

L-2-1 From the McGuire main entrance go 1.4 miles to the intersection of Hwy. 73 and Cowans Ford Road (SR 1395).

L-2-2 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (0.6 miles). Turn right onto Hagers Ferry Road (SR1393) and go 1.4 miles. Go straight on paved road (Lucky Point) 0.4 miles.

M-1-1 From the McGuire main entrance, go west on Hwy. 73 (0.9 miles) to the intersection of Hwy. 73 and Caswell Road (SR1578).

Directions for Predetermined Survey/Sampling Locations

M-2-1 From the McGuire main entrance, go west on Hwy. 73 (2.3 miles). Turn left onto Killian Road (SR1396), go 2.2 miles. Stop on roadside of railroad crossing.

N-2-1 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (0.6 miles). Turn right onto Hagers Ferry Road (SR1393), go 1.4 miles. Go left onto Hager's Ferry Road (SR1393), go 1.6 miles to where pavement ends residence 8886 Hager's Ferry Rd.

N-3-1 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (0.6 miles). Turn right onto Hagers Ferry Road (SR1393), go 0.9 miles to the intersection of Hagers Ferry Road and - Nixon Heights, Lane (SR 1568).

N-3-2 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (2.1 miles). Turn right on Unity Church Road (SR1439), go 0.3 miles. Turn right on Graham Road, go 1.6 miles to end of road.

N-4-2 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (2.1 miles). Turn right on Unity Church road (SR1439), go 2.4 miles to Beatties Ford Access Area.

N-5-1 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (3.2 miles). Turn right on Lakeshore Drive (SR1456) go 1.3 miles. Turn right on Island View Court (SR1495) go 0.1 miles to dead end.

O-3-1 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (2.0 miles). Turn left on Sifford Road (SR1397), go 1.2 miles to the intersection of Sifford Road and Mac Lane (SR 1710).

O-4-1 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (1.2 miles). Stop on roadside at Hills Chapel United Methodist Church.

O-4-2 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (0.6 miles) to the intersection of Hwy. 16 and Pilot Knob Road (SR1394).

O-5-1 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (2.2 miles). Turn right on Old Plank Road (SR1511), go 1.0 miles. Stop on roadside past bridge.

P-5-1 From the intersection of Hwy. 73 an Hwy. 16, go west on Hwy. 73 (1.5 miles) to the intersection of Hwy. 73 and Little Egypt Road (SR1386).

P-5-2 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (1.5 miles). Turn right on Little Egypt Road (SR1386), go 1.9 miles. Turn right on Optimist Club Road (SR1380), go about 0.6 miles. Stop near creek.

P-6-1 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (3.6 miles). Turn right on Schronce Road (SR1385). Go to intersection of Schronce Road (SR1385) and Ingleside Farm Road (SR1383).

Directions for Predetermined Survey/Sampling Locations

P-6-2 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (1.5 miles). Turn right on Little Egypt Road (SR1386), go 3.2 miles to the intersection of Little Egypt Road which is now St. James Church Road - SR1380) and Kidville Road (SR1381).

P-6-3 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (4.9 miles). Turn right on Webb's Chapel Road (SR1379), go 1.6 miles to the intersection of Webb's Chapel Road and Burton Road.

P-8-1 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (5.3 miles). Turn right on Beth Haven Church Road (SR1360), go 1.4 miles. Stop on roadside past bridge.

P-8-2 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (2.5 miles). Turn right on Ingleside Farm Road (SR1383), go 0.1 mile and bear left 3.2 miles more. Turn right on Beth Haven Church Road (SR1360), go 1.3 miles. Turn right on Forney Hill Road (SR1373), go .7 miles. Stop on roadside passed bridge.

P-8-3 From the intersection of Hwy. 73 and Hwy. 16, go north on Hwy. 16 (7.8 miles) to the intersection of 16 and SR1373 (Campground Road or Slanting Bridge Road). Turn right on this road and go about 1.8 miles to the intersection of SR1373 and Pineridge Drive (SR1375).

P-10-1 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (6.8 miles) to the intersection of Hwy. 73 and Amity Church Road (SR1362).

P-10-2 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (2.5 miles). Turn right on Ingleside Farm Road (SR1383), go 0.1 miles and bear left 3.2 miles more. Turn right on Beth Haven Church Road (SR1360), go 2.8 miles to the intersection of Beth Haven Church Road and Mundy Road (SR1349).

Q-6-1 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (2.5 miles). Turn right on Ingleside Farm Road (SR1383), go 0.1 mile bear right and go 1.7 miles more. Turn left on Old Plank Road (SR1511), go 0.6 miles to the intersection of Old Plank Road and Mariposa (SR1412).

Q-8-1 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (5.3 miles). Turn left on Brevard Place road (SR1360), go 0.1 mile. Turn left on Old Plank Road (SR1511), go 1 mile. Turn right on Mt. Zion Church Road (SR1404), go 1.9 miles. Stop on road side pass the bridge.

Q-8-2 From the intersection of Hwy. 73 and Hwy. 16, to west on Hwy. 73 (5.3 miles). Turn left on Brevard Place Road (SR1360), go 0.1 miles. Turn left on Old Plank Road (SR1511), go 1.0 miles to the intersection of Old Plank Road and Mt. Zion Church Road (SR1404).

Directions for Predetermined Survey/Sampling Locations

Q-10-1 From the intersection of Hwy. 73 and Hwy. 16, go west on Hwy. 73 (5.3 miles). Turn left on Brevard Place Road (SR1360), go 3.4 miles to the intersection of Brevard Place Road and Paysour Road (SR1361).

R-3-1 From the main entrance to McGuire go west on Hwy. 73 (2.3 miles). Turn left on Killian Road (SR1396), go 3.4 miles. Stop on roadside (just past Gaston County sign).

R-5-1 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (7.2 miles). Turn left on Horseshoe Bend Beach Road (SR1912), go 2.0 miles. Stop on roadside passed curve.

R-5-2 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (7.2 miles). Turn left on Horseshoe Bend Beach Road (SR1912), go 1.0 miles. Stop on roadside.

R-5-3 From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (7.2 miles) to the intersection of Hwy. 16 and Horseshoe Bend Beach Road (SR1912).

R-5-4* From the intersection of Hwy. 73 and Hwy. 16, go south on Hwy. 16 (4.1 miles) to the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905).

S-7-1* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go west on Stanley-Lucia Road 2.0 miles. Stop on roadside at Macedona Church parking lot.

S-7-2* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go west on Stanley-Lucia Road 1.1 miles. Turn right on Alexis-Lucia road (SR1820), go 1.6 miles to intersection of Alexis-Lucia Road and Old Lowesville Road (SR 1907).

S-8-1* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go south on old Hwy. 16 (2.0 miles). Turn right on Hwy. 273, go to the intersection of Hwy. 273 and Sand Ford Road (SR1918).

S-8-2* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go west on Stanley-Lucia Road 3.2 miles. Go left at curve and continue 1.5 miles to the intersection of SR1935 and Old NC 27 (SR1923).

S-8-3* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go west on Stanley-Lucia Road 3.2 miles. Go left at curve and continue 0.7 miles to the intersection of Stanley-Lucia Road and Sandy Ford Road (SR1918).

S-8-4* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go west on Stanley-Lucia Road 1.1 miles. Turn right on Alexis Lucia (SR1820), go 2.2 miles to the intersection of Alexis-Lucia Road and Mariposa Road (SR1902).

Directions for Predetermined Survey/Sampling Locations

S-9-1* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go west on Stanley-Lucia Road 1.1 miles. Turn right on Alexis Lucia Road (SR1820), go 2.2 miles. Turn left on Mariposa (SR1902), go 1.5 miles. Turn right on Airport Road (SR1903), go 0.6 miles to the intersection of Airport Road and Hwy. 27.

S-10-2* From the intersection of old Hwy. 16 and Stanley-Lucia Road (Blacksnake Road-SR1905), go south on old Hwy. 16 2.0 miles. Turn right on Hwy. 273, go 4.7 miles to the intersection of Hwy. 273 and N. Main Street.

NOTE: Old Hwy. 16 (Lucia Riverbend Hwy.) can be reached by turning right at the intersection of Hwy. 16 and Lucia Riverbend Hwy. which is 4.1 miles south on 16 from the Hwy. 73 and Hwy. 16 intersection.{*}

Enclosure 5.7

Field Monitoring Survey Data Sheet

Reference Use

Time	Team	Zone	Mile	Location	Beta	Gamma	Air [I - 131 equivalent, μCi/ml]	Special

Reference Use

Date	Time	Emergency Classification	Wind Speed mph	Wind Direction from °	Zones Affected	Other Information

Reference Use

____ 1. Copies of Enclosure 5.3 from HP/0/B/1009/027.

____ 2. Latest copy of Enclosures 5.7 and 5.8 from HP/0/B/1009/023.

____ 3. List sampling van or emergency kit supplies needed.

_____

_____

_____

_____

_____

_____

____ 4. List Inoperable Equipment.

_____

_____

_____

_____

____ 5. List any Sampling Problems.

_____

_____

_____

_____

Duke Energy Standard Procedure for CNS, MNS & ONS **Activation of the Emergency Operations Facility** **Reference Use**	Procedure No. SR/**0**/A/2000/003 Revision No. 014 Electronic Reference No. SHR0005P

Activation of the Emergency Operations Facility

1. PURPOSE

1.1 This procedure describes the emergency responsibilities and duties of the Emergency Operations Facility Emergency Response Organization (ERO) members.

2. DEFINITIONS

NOTE: The EOF must be operational using 75 minutes as a goal for the minimum staff to be in place following declaration of an Alert or higher classification. Turnover should occur with the TSC at a time that will not decrease the effectiveness of communications with the offsite agencies.

2.1 Operational: The Emergency Response Facility (e.g., Technical Support Center, Operations Support Center, Emergency Operations Facility) is staffed, ready to receive turnover and ready to perform assigned emergency response functions.

2.2 Activated: The Emergency Response Facility (e.g., Technical Support Center, Operations Support Center, Emergency Operations Facility) has accepted turnover and has direction and control of assigned emergency response functions.

NOTE: The following definition is applicable to the Emergency Notification Form Line5.

2.3 Emergency Release: An unplanned, quantifiable radiological release to the environment caused by a declared emergency. {AD-EP-ALL-0002}

3. PROCEDURE

NOTES:

- This procedure and the position specific enclosures are not intended to be followed in a serial step-by-step sequence.
- Instructions and guidance steps are to be implemented as applicable for the specific needs of the event.
- Use hard copy (paper) forms or electronic equivalents to complete all forms.
- References to "Status Boards" may refer to physical displays mounted in the facility or electronic displays either projected, displayed on large monitors or on personal computer monitors.

3.1 General instructions for all ERO members.

3.1.1 Ensure appropriate checklist, logs and forms are completed.

3.1.2 Provide critical information to appropriate personnel upon receipt rather than waiting for a time out or roundtable discussion.

3.1.3 Use "Attention in the EOF" to announce critical information in the facility.

NOTE {IER L1-13-10}:

- The Emergency Response Organization structure is scalable and flexible, based on the size, complexity, and the specifics of the hazard environment created by the emergency event. Additional functional elements (e.g., ERO positions) can be established to enhance the management and coordination of the event.
  - When the emergency event's complexity increases, then the ERO can expand, as additional functional responsibilities are needed.
  - When the complexity decreases, then the ERO can contract, when those additional functional responsibilities are no longer needed.
- The makeup and structure of the EOF will be determined by the EOF Director.
- EOF staffing may be required for extended periods of time (e.g., greater than 10 days for BDBEEs, ELAP, etc.).

3.1.4 **IF** additional personnel are needed to support the emergency or for 24-hour coverage, **THEN** refer to the following for telephone numbers:

- ERO Member Contact Information notebook on the EOF Director's Area bookshelf (home, office and cell phone numbers).
- Duke Energy Enterprise Phone Book (office and cell phone numbers).
- Emergency Response Organization (ERO) database by contacting the EOF Emergency Planner.

3.1.5 **IF** equipment problems occur, **THEN** contact the following:

- Computer – EOF Data Coordinator
- Communications systems and other facility equipment – EOF Services Manager

NOTE: When using the OAC to trend plant data for decision purposes, please note that reducing the trend screen overall size can cause the plotted data to be suspect upon restoration to full size. It is recommended that trend plots be minimized using the standard windows button (the button in the top right that has the underbar). The software code is designed to refresh the trend screens upon restoration to full size from a minimized state. A second method is to have the OAC redraw the trend after restoring the trend screen to full size.

3.2 **IF** access to SDS data is desired, **THEN** login to system as follows:

3.2.1 From DAE main screen, select Search DAE tab.
3.2.2 Type SDS in Search box and press Enter.
3.2.3 Select **Catawba OAC SDS**, **McGuire OAC SDS**, or **Oconee OAC SDS** as applicable.
3.2.4 Select Run Application.
3.2.5 Logon with LAN ID and Password as follows:

NAM\UserID
Password

3.2.6 Select the desired OAC to access by checking the box and then clicking the Start button. You can start multiple sessions if desired.

CNS

- **C1 RT PRI**
- **C2 RT PRI**
- **C1 RT BAC**
- **C2 RT BAC**
- **ProDAC**
- **Simulator**
- **Spare Sim**
- **EP Sim**
- **EDS**

MNS

- **M1 RTS PRI**
- **M1 RTS BAC**
- **M2 RTS PRI**
- **M2 RTS BAC**
- **ProDaC**
- **Simulator**
- **Sim Backup**
- **EDS**

ONS

- **U1 OAC**
- **U2 OAC**
- **U3 OAC**
- **KHU OAC**
- **Simulator A**
- **Simulator B**
- **Simulator ICS**
- **Sim Develop**
- **ProDaC**

3.2.7 Access emergency response displays as follows:

Catawba

a. Click on SPDS in upper right corner

b. Click on ERO Group Menu

c. Click on desired ERO Group Display

Catawba Specific

Group Display Name	Group Display Description
EROEMF	Selected EMF data and locations
EROEMF15	EMF (15 Min Avg)
ERODOSE	Selected values for dose asses.
ERDS1	ERDS Group 1
ERDS2	ERDS Group 2
EROCONT	Selected values associated with containment.
EROCORE1	Incore temperature values
EROCORE2	Additional incore temperature values
EROCORE3	Additional incore temperature values
EROINJCT	Selected letdown/charging values
EROPLEAK	Selected primary to containment leakage values
EROSLEAK	Selected primary to secondary leakage values
EROPRIM	Selected primary system values
ERORXG	Selected Value for Reactor Engineer
EROSAMG	Selected SAMG Values
EROSECND	Selected secondary system values
EROENV	Met Tower Points

McGuire

- **IF** EMF display is desired, **THEN** enter "EMF" in the white box at the upper right portion of the screen.
- **IF** other Group Displays are desired, **THEN** enter GD(space)"Group Display Name" in the white box at the upper right portion of the screen.

McGuire Specific

Group Display Name	Group Display Description
EMF	Selected EMF data and locations
ERO-1	Selected plant parameters
EROCONT	Emergency Response Containment
EROCORE	Emergency Response Incore
EROINJCT	Emergency Response Injection
ERODOSE	Dose Assess. points
EROPRIM	Emergency Response Primary
EROSECND	Emergency Response Secondary.
WEATHER	Weather Data

Oconee

Enter applicable Turn On code in the white box at the upper right portion of the screen.

Oconee Specific	
Turn On Code Name	Turn On Code Description
EROMENU	Menu Access for Oconee Data Screens
EROPRI	Selected Primary System values
EROSEC	Selected Secondary System values
EROCONT	Selected Containment Condition values
EROAUX	Selected Radiation Monitor values
EROAREA	Selected Area Radiation Monitor values
EROPROC	Selected Process Radiation Monitor values
EROENV	Selected values for Dose Assessment and Field Monitoring use
EROECCS	Selected ECCS values
ERDSMENU	Menu Access for Oconee ERDS Data
RB01	Selected Dose Assessment Data

3.3 The Emergency Plant Status application has also been established for Oconee emergency response use. This application is available from DAE.

3.3.1 To launch the Emergency Plant Status application, from DAE select *Search DAE* and type in *Emergency Plant Status.*

3.3.2 Select the *Emergency Plant Status - ONS*

3.3.3 Select Run Application

3.3.4 Enter your password and verify domain as NAM.

3.4 **IF** EOF facility in Energy Center is unavailable, **THEN** establish Alternate EOF at designated alternate location {IER L1-13-10}:

- Catawba Nuclear Station event - McGuire Administration Building per Enclosure 6.24
- McGuire Nuclear Station event - Catawba Administration Building per Enclosure 6.25
- Oconee Nuclear Station event - Catawba Administration Building per Enclosure 6.25

3.5 Perform the applicable actions for the event using instructions and guidance in the following enclosures:

ERO Position Title	Enclosure
EOF Director/Assistant EOF Director	6.1 EOF Director/Assistant EOF Director Checklist
Radiological Assessment Manager	6.6 Radiological Assessment Manager Checklist
EOF Dose Assessor	6.7 EOF Dose Assessor Checklist
Field Monitoring Coordinator	6.8 Field Monitoring Coordinator Checklist
Radio Operator	6.9 Radio Operator Checklist
EOF Offsite Agency Communicator	6.10 EOF Offsite Agency Communicator Checklist
EOF Services Administration/Commissary	6.11 EOF Services Administration/Commissary Checklist
Accident Assessment Manager	6.12 Accident Assessment Manager Checklist
Accident Assessment Interface	6.13 Accident Assessment Interface Checklist
Operations Interface Checklist	6.14 Operations Interface Checklist
EOF Emergency Planner	6.15 EOF Emergency Planner Checklist
EOF Log Recorder	6.16 EOF Log Recorder Checklist
EOF Data Coordinator	6.17 EOF Data Coordinator Checklist
EOF Services Manager	6.18 EOF Services Manager Checklist

4. REFERENCES

4.1 Catawba Nuclear Station (CNS) Emergency Plan

4.2 McGuire Nuclear Station (MNS) Emergency Plan

4.3 Oconee Nuclear Station (ONS) Emergency Plan

5. RECORDS

5.1 All logs, forms and records completed as the result of implementing this procedure during an actual declared event shall be retained as permanent plant records. Nuclear Generation Record Retention Rule Number 421734, "Procedures-Technical Completed."

5.2 All checklists, logs and forms completed as the result of implementing this procedure shall be collected at the end of the event and provided to the site Emergency Preparedness Manager.

6. Enclosures

6.1 EOF Director/Assistant EOF Director Checklist
6.2 Catawba Offsite Protective Actions
6.3 McGuire Offsite Protective Actions
6.4 Oconee Offsite Protective Actions
6.5 Emergency Classification Downgrade/Termination
6.6 Radiological Assessment Manager Checklist
6.7 EOF Dose Assessor Checklist
6.8 Field Monitoring Coordinator Checklist
6.9 Radio Operator Checklist
6.10 EOF Offsite Agency Communicator Checklist
6.11 EOF Services Administration/Commissary Checklist
6.12 Accident Assessment Manager Checklist
6.13 Accident Assessment Interface Checklist
6.14 Operations Interface Checklist
6.15 EOF Emergency Planner Checklist
6.16 EOF Log Recorder Checklist
6.17 EOF Data Coordinator Checklist
6.18 EOF Services Manager Checklist
6.19 Establishing Communications Links Between McGuire SAMG Evaluators
6.20 Oconee Recovery Guidelines
6.21 Enclosure Deleted
6.22 EOF Evacuation Checklist
6.23 EOF Briefing Guideline
6.24 Setup of Catawba Alternate EOF in McGuire Admin Bldg.
6.25 Setup of McGuire or Oconee Alternate EOF in Catawba Admin Bldg.
6.26 NRC Response Team Briefing
6.27 Commitments for SR/0/B/2000/003

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____Don position badge.

_____Log in to PC.

_____Log in to WebEOC.

_____Sign in on Sign In board.

NOTE:	The EOF Log Recorder will maintain the official log for the EOF Director/Assistant EOF Director. The EOF Director/Assistant EOF Director may maintain an additional log if desired.

_____Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____Establish communications with Emergency Coordinator or Assistant Emergency Coordinator in affected site's TSC:

- Use affected site's EOF Director to Emergency Coordinator Ringdown phone (Catawba and McGuire only)

OR

- Catawba TSC, 9-1-803-701-5870

OR

- McGuire TSC, 9-1-704-875-1951

OR

- Oconee TSC, 9-1-864-873-3921

- **IF** communications cannot be established using normal phones, **THEN** refer to procedure AD-EP-ALL-0406, Duke Emergency Management Network (DEMNET), for instructions on using DEMNET.

NOTE:	EOF access is controlled through the use of a monitored card reader process.

_____Verify Energy Center Building Security personnel are monitoring the EOF entrance card reader.

NOTE:	The following step is needed for EOF data display. The Accident Assessment Manager updates the Fission Product Barrier status board.

_____ Establish Fission Product Barrier status board display as follows.

- ☐ Log in to Assistant EOF Director computer.
- ☐ Log in to WebEOC.

- ☐ Click on Fission Product Barrier Status - SITE.
- ☐ Drag to right monitor **AND** maximize.

INITIALS _____ PRINTED NAME_____(EOF Director)

INITIALS _____ PRINTED NAME_____(Asst. EOF Director)

NOTE: 1. **IF** the emergency situation prevents activating the TSC within 75 minutes of declaration, **THEN** the Control Room will:

- Turn over responsibility for state and county notification and Protective Action Recommendations to EOF.
- Maintain responsibility for NRC Event Notification until released by NRC Communicator in TSC.
- Maintain responsibility for classifications and continuous phone communications to the NRC until relieved by the Emergency Coordinator (EC) and NRC Communicator in the TSC.

2. **IF** TSC remains unavailable and EOF cannot take responsibility for state and county notification and Protective Action Recommendations, **THEN** the Control Room will maintain these responsibilities.

_____ **IF** emergency situation prevents activating TSC within 75 minutes of declaration, **THEN** contact affected Site's Control Room:

Person Notified/Date/Time

- ☐ Catawba Control Room, 9-803-701-5164_____/_____
- ☐ McGuire Control Room, 9-980-875-4138_____/_____
- ☐ Oconee Unit 1 and 2 Control Room, 9-1-864-873-2159_____/_____
- ☐ Oconee Unit 3 Control Room, 9-1-864-873-2160_____/_____

_____ Verify EOF minimum staffing positions are prepared to assume their EOF duties prior to declaring the EOF operational:

_____ EOF Director
_____ Accident Assessment Manager
_____ Radiological Assessment Manager
_____ Off-Site Agency Communicator
_____ Off-Site Agency Communicator.

OR

IF Less than the above listed minimum EOF positions are filled,

AND

The 75-minute EOF operational time requirement is near,

AND

An extra person(s) is available whom the EOF Director believes is capable of filling a missing position(s) based on the training, experience and skills required by the ERO training program - ETQS 7111.0, Emergency Response Training

AND

An appropriate log entry is made.

_____ Request Assistant EOF Director monitor EOF multi-function machine for faxes sent to 704-382-1825.

NOTE:	For all drills, messages should be preceded with "This is a drill. This is a drill."

_____Announce over EOF public address system:

"Anyone who is reporting to this facility outside of your normal work hours must complete a Fitness for the Duty Form. If you have consumed alcohol within the past five (5) hours or believe your work quality may be compromised due to fatigue, sickness, or other potentially impairing conditions, notify either the EOF Director, Assistant EOF Director, or the appropriate lead in your functional area."

_____Declare EOF operational. EOF operational time:_____.

NOTE:	For all drills, messages should be preceded with "This is a drill. This is a drill."

_____Announce over EOF public address system:

"Attention all EOF personnel. This is_____and as of_____hours,
(EOF Director's Name)

the EOF is operational. Each EOF functional area should perform a Take a Minute in its work area."

_____Notify Emergency Coordinator or Assistant Emergency Coordinator that the EOF is:

- Operational
- Gathering plant status information
- Ready to receive turnover of state and county notification and Protective Action Recommendation responsibilities at the Emergency Coordinator's convenience.

_____Review definitions in Section 2 of this procedure.

NOTE:	The following step may be accomplished by conducting a Time Out or by verifying the level of readiness with the individuals in the positions.

_____Verify the following positions, at a minimum, are ready to activate and prepared to perform the next offsite agency notification.

_____ Accident Assessment Manager
_____ Radiological Assessment Manager
_____ Lead Off-Site Agency Communicator

NOTE:	The Emergency Coordinator or Assistant Emergency Coordinator should fax the Emergency Coordinator Turnover Checklist to the EOF. The "Emergency Coordinator Turnover Checklist" is provided on page 15 of this enclosure.

_____ **IF** a classification change occurs during turnover, **THEN** suspend turnover until CR OR TSC declares and transmits notification to offsite agencies.

_____Receive turnover from Emergency Coordinator or Assistant Emergency Coordinator utilizing the "Emergency Coordinator Turnover Checklist" or equivalent.

_____ Prepare or delegate to Assistant EOF Director preparations for briefing NRC by completing job aid in Enclosure 6.26

NOTE:	The EOF Director is responsible for approving Protective Action Recommendations, and approving Offsite Agency Emergency Notification Forms after the EOF is activated. These responsibilities remain with the EOF Director and shall not be delegated.

_____ Inform Emergency Coordinator that EOF is ready to activate.

NOTE:	For all drills, messages should be preceded with "This is a drill. This is a drill."

_____Announce over the EOF public address system:

"Attention all EOF personnel. The EOF was activated at_____hours. This is _____. I am the EOF Director and have taken responsibility for emergency management from the Emergency Coordinator in the Technical Support Center. At this time, the EOF has command and control for offsite notifications, protective action recommendations, field monitoring, and offsite agency interface. The current emergency classification is _____. The following is a summary of the plant status _____ _____.

Additional information will be provided to you as conditions change. The next offsite agency notification shall be transmitted by_____hours. The EOF staff shall prepare for a time-out and a roundtable discussion at_____hours."

_____ **IF AT ANY TIME** there is a need to deviate from normal work practices, **THEN** refer to AD-OP-ALL-1000, Conduct of Operations, Attachment 7, Deviations from Normal Work Processes/Requirements Documentation, to document the deviation. {IER L1-13-10}

_____Review current emergency classification with EOF staff and verify it meets criteria in:

- Catawba RP/0/A/5000/001 and EAL Wallcharts
  OR
- McGuire RP/0/A/5700/000 and EAL Wallcharts
  OR
- Oconee RP/0/A/1000/001 and EAL Wallcharts

_____ **IF** a Hostile Action Based (HAB) event **AND** an Incident Command Post (ICP) has been established, **THEN** ensure EOF communications with Control Room and Operations ICP Liaison as follows:

- Catawba Operations ICP Bridge Line 9- 803-701-5708 (Spare ICP Bridge Line 9-803-701-5800).
- McGuire Operations Bridge Line 9-980-875-4500.
- Oconee Operations ICP Bridge Line 9-1-864-885-4908 (Spare ICP Bridge Line 9-1-864-873-4905).

NOTE:

1. The first message from the EOF should include EOF activation time on Line12.
2. **IF** data changes during review of the emergency notification form, it is a good practice to require the EOF staff to do a "clean sweep" through the form prior to approval.

_____Notify Offsite Agency Communicator to make emergency notifications according to the following schedule:

Initial Notifications

1. Initial notifications to the State(s) and counties must be made within 15 minutes of the event declaration time using the Emergency Notification form (ENF).

2. For an upgrade in classification prior to or while transmitting an initial message:
   -The notification for the lesser emergency classification must be made within 15 minutes of the lesser classification declaration time.
   -The agencies must be informed that an upgrade in classification will be coming.
   -The upgraded classification message must be transmitted within 15 minutes of the upgraded classification declaration time.

3. Initial messages in the General Emergency classification that involve an upgrade in PARs must be communicated to the offsite agencies as soon as possible and within 15 minutes.

Follow-up Notifications

1. Follow-up notifications to the State(s) and Counties must be made according to the following schedule:

Catawba	McGuire	Oconee
-For NOUE, ALERT, SAE, or GE, every hour until the emergency is terminated.	-For NOUE, every 4 hours until the emergency is terminated. -For ALERT, SAE, or GE, every hour until the emergency is terminated.	-For NOUE, a follow-up is not required. -For ALERT, SAE, or GE, every 60 minutes until the emergency is terminated.
OR		
Catawba	McGuire	Oconee
-If there is any significant change to the situation (make notification as soon as possible). See NOTE* below for examples of changes.	-If there is any significant change to the situation (make notification as soon as possible). See NOTE* below for examples of changes.	-If there is any significant change to the situation (make notification as the change occurs). See NOTE* below for examples of changes.
OR		
Catawba	McGuire	Oconee
-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -The interval shall not be greater than 4 hours to any agency.	-As agreed upon with an Emergency Management official from each individual agency. Documentation shall be maintained for any agreed upon schedule change. -The interval for ALERT, SAE, or GE shall not be greater than 2 hours to any agency.	-Required every 60 minutes from the notification time on Line 14 for ALERT, SAE, or GE. -This frequency may be changed at the request of offsite agencies.

*NOTE : Examples of significant plant changes include: evacuation/relocation of site personnel, fires onsite, MERT activation and/or injured personnel transported offsite, chemical spills, explosions, availability of validated dose assessment information, or any event that would cause or require offsite agency response.

2. If a follow-up is due and an upgrade to a higher classification is declared, there is no need to complete the follow-up ENF. In this case, the offsite agencies must be notified that the pending follow-up is being superseded by an upgrade to a higher classification and information will be provided.

_____ **IF AT ANY TIME** Site Area Emergency is declared, **THEN** consult Accident Assessment Manager and Radiological Assessment Manager to determine potential zones for protective action recommendations.

_____ **IF AT ANY TIME** General Emergency is declared, **THEN** EOF Director shall IMMEDIATELY (within 15 minutes) make Protective Action Recommendations to offsite agencies on Emergency Notification Form (ENF) using:

- ☐ Enclosure 6.2 - Catawba Offsite Protective Actions
- ☐ Enclosure 6.3 - McGuire Offsite Protective Actions
- ☐ Enclosure 6.4 - Oconee Offsite Protective Action

_____ **IF** changes to Protective Action Recommendations are approved by the EOF Director, **THEN** ensure changes are transmitted to offsite agencies within 15 minutes.

CAUTION: If a zone has been accurately selected for evacuation, it shall remain selected.

_____ Evaluate specific plant conditions, offsite dose projections, field monitoring team data, and determine need to update Protective Action Recommendations.

_____ Review dose projections with Radiological Assessment Manager to determine if Protective Action Recommendations are required beyond the 10-mile EPZ.

_____ **IF** Protective Action Recommendations are required beyond 10 miles, **THEN** notify the states and counties to consider sheltering/evacuation of general population beyond 10-mile EPZ.

_____ Communicate, or delegate to the Assistant EOF Director the responsibility to communicate, plant status to County Directors of Emergency Management , State Liaisons or State Directors of Emergency Management :

- EOF State Liaisons communicate information from EOF Director to County/State representatives using the Duke Emergency Management Network (DEMNET).

NOTE: 1. Detailed instructions for the use of the DEMNET Ethernet Phone are provided in AD-EP-ALL-0406, Duke Emergency Management Network (DEMNET).
2. All agencies for a specific site can be contacted on DEMNET using the appropriate DEMNET Plant Name "DL-ALL Call" **OR** "DL-EOC Only" pre-designated group call.
3. A specific agency for a particular site can be contacted using a DEMNET point-to-point call.
4. State and County telephone numbers can be obtained from the appropriate site's Emergency Telephone Directory.

- Use DEMNET **OR** EOF Director/Assistant EOF Director telephone to contact appropriate states/counties.

Catawba Site Specific

_____ York _____

_____ Mecklenburg _____

_____ Gaston _____

_____ NC _____

_____ SC _____

McGuire Site Specific

_____ Mecklenburg _____

_____ Gaston _____

_____ Lincoln _____

_____ Iredell _____

_____ Catawba _____

_____ Cabarrus _____

_____ NC _____

Oconee Site Specific

_____ Oconee County _____

_____ Pickens County _____

_____ SC _____

_____ **IF** Protective Action Recommendations have been provided to the States and Counties, **THEN** request protective action decision information from the State Director of Emergency Preparedness (SDEP) **AND** County Director of Emergency Preparedness (CDEP):
Zones Evacuated: _____

Zones Sheltered: _____

Information Received from: _____

_____

_____ Inform Emergency Coordinator **OR** Assistant Emergency Coordinator of SDEPs and CDEPs protective action decisions and other offsite conditions.

NOTE: Wireless mikes are available for use during round tables/timeouts. {38}

_____Perform the following steps as needed throughout the event:

- Conduct a time-out and hold a roundtable discussion approximately every hour, coordinated with the TSC, with the EOF staff using Enclosure 6.23 to discuss:
  - Emergency Classification
  - Protective Action Recommendations
  - Emergency Notification Form status
  - Offsite dose projections
  - Mitigation strategies
  - Termination criteria as defined in Enclosure 6.5.

- Ensure roundtables/time-outs enable EOF members to know what is going on, what to anticipate, and understand focus and priorities.

- Announce to the EOF the emergency classification, plant status, and priorities via the EOF public address system following EOF time-outs.

- Emergency Coordinator or Assistant Emergency Coordinator updates may be broadcast on EOF public address system.

- Advise Emergency Coordinator or Assistant Emergency Coordinator of:
  - All aspects of the emergency situation, including alternate strategies outside of procedures as plant conditions dictate
  - Emergency Classification changes
  - Protective Action Recommendations changes
  - Mitigation strategies
  - Contingency plans.

NOTE:

1. 10CFR50.54(x) states that a licensee may take reasonable action that departs from a license condition or technical specification in an emergency, when this action is immediately needed to protect the health and safety of the public and no action consistent with license conditions or technical specifications that can provide adequate or equivalent protection is immediately apparent. Ultimate responsibility for plant response in an emergency resides in the highest authority in the chain of command of the facility licensee available to make a decision about the response. The on duty OSM should be consulted and his concurrence obtained before invoking 10CFR50.54(x).

2. Examples of potential 10CFR50.54(x) action items include:

   - Deviation from an Emergency Procedure.
   - Rerouting system piping to temporarily restore system flow.
   - Re-alignment of electrical power systems outside of procedural guidance.
   - Using mitigation strategies not established by the SAMG guidelines.

3. **IF** the TSC is activated, the TSC Emergency Coordinator makes the decision to invoke 10CFR50.54(x).

- **WHEN** restoring power in a LOOP event, **THEN** have the risk significance of power restoration assessed for risk potential by Accident Assessment personnel.
- Authorize emergency worker extensions if the radiation exposure doses are expected to exceed the blanket dose extension limits authorized by the Radiation Protection Manager using:

  - Catawba RP/0/A/5000/018
  - McGuire RP/0/A/5700/020
  - Oconee RP/0/B/1000/011.

NOTE: The Emergency Action Level descriptions on Line 4 of the Emergency Notification Form have been pre-screened.

- **IF** the event involves a security threat, **THEN** consult the job aid, "Nuclear Security Approved Messages for Security Related Events/Issues," in the EOF Director's notebook for guidance in developing remarks for Line 12 of the Emergency Notification Form.

NOTE: Personnel without badge access will need to be escorted into the EOF by the Assistant EOF Director, EOF Emergency Planner, EOF Services Manager, or their Mentor. [61]

- Approve personnel with training deficiencies prior to their participation as EOF staff members. This approval shall be documented in the EOF Facility Log.
- Document personnel escorted into the EOF in the EOF Facility log.
- Turn over EOF Director duties to the Assistant EOF Director prior to leaving the EOF Director's Area.

- **IF** necessary to relieve Duke Energy personnel, **THEN** request environmental surveillance support personnel from DOE Radiological Assessment Plan by contacting DOE - Savannah River Site.

- Periodically review the staffing levels in the EOF to ensure adequate resources are in place to deal with response/recovery, and direct the EOF Services Manager to coordinate with the appropriate department, agency, or companies.

- **IF** events affect more than one nuclear site, **THEN** refer to the multi-site event staffing chart in the Oconee Emergency Plan, Figure B-11

- **IF** a beyond design basis external event (BDBEE) or extended loss of AC power (ELAP) event impacts multiple units at a single site, **THEN** evaluate the need for unit-specific responses (e.g., SAMG, EDMG, FSG, etc.) and unit-specific response teams. {IER L-1-10}

NOTE: The job aid, "Questions Corporate Communications may ask (based on initiating event)," is available in the EOF Director's notebook for guidance.

- Provide information to Corporate Communications for news releases.

- **IF** EOF needs to be evacuated, **THEN** refer to EOF Evacuation Checklist in Enclosure 6.22.

_____Verify EOF Emergency Planner completes "EOF 24-Hour Staffing Log" in Enclosure 6.15.

_____ **IF** needed, **THEN** conduct turnover for on-coming shift.

_____Assist TSC Emergency Coordinator or Assistant TSC Emergency Coordinator as a Decision Maker upon entry into Severe Accident Management Guidelines (SAMG). (Catawba and McGuire)

_____Refer to Enclosure 6.5 (Emergency Classification Downgrade/Termination Criteria) for guidance to downgrade or terminate an emergency event.

NOTE: The offsite Recovery Organization will stay at the EOF and work with the counties and states if radiological conditions exist beyond the site boundary. The On-Site Recovery Organization will be established by the Emergency Coordinator.

_____ **IF** needed, **THEN** establish Recovery Organization:

- ☐ Catawba RP/0/A/5000/025
- ☐ McGuire RP/0/A/5700/024
- ☐ Oconee RP/0/B/1000/027 and guidance in Enclosure 6.20.

Terminate the emergency event in accordance with applicable procedure:

_____Notification of Unusual Event
- Catawba - RP/0/A/5000/002
- McGuire - RP/0/A/5700/001
- Oconee - Page 14 of this enclosure

_____Alert
- Catawba - RP/0/A/5000/003
- McGuire - RP/0/A/5700/002
- Oconee - Page 14 of this enclosure

_____Site Area Emergency
- Catawba - RP/0/A/5000/004
- McGuire - RP/0/A/5700/003
- Oconee - Page 14 of this enclosure

_____General Emergency
- Catawba - RP/0/A/5000/005
- McGuire - RP/0/A/5700/004.
- Oconee - Page 14 of this enclosure

NOTE:	During declared emergencies, Duke Energy does not need to meet Fatigue Rule Work Hour Controls. Once the declared emergency or the unannounced drill has been terminated, **ALL HOURS worked during the declared emergency will be included in future work hour calculations, including the determination of minimum breaks between shifts.** {69}

_____ Announce the following:

"Covered Workers need to ensure that all hours worked during an augmentation drill or a declared emergency are entered into EMPCenterprior to leaving the site. Supervisors should consider the need for to initiate a waiver in EMPCenter per AD-SY-ALL-0460, Managing Fatigue and Work Hour Limits."

_____Conduct a critique following termination of drill or actual event.

_____Provide all completed paperwork to Emergency Preparedness following termination of a drill or actual event.

Close out an Oconee emergency event as listed below:

_____ **IF** an event meets termination criteria for General Emergency in Enclosure 6.5, Emergency Classification Downgrade/Termination, **THEN** inform NRC Site Team Director (STD) and SDEM that termination criteria have been met.

- Secure agreement from the two directors to terminate the event.
- Document names and time decision made below.

	Name	Telephone Number	Time
SDEM	_____	9-1-803-737-8500	_____
NRCSTD	_____	(In person in EOF)	_____

- Request lead Offsite Agency Communicator to complete Termination Message and transmit it in accordance with SR/0/A/2000/004 (Notification to State and Counties from the Emergency Operations Facility) and terminate the emergency.

_____ **IF** terminating from an Unusual Event, Alert, or Site Area Emergency, **THEN**

- Request lead Offsite Agency Communicator to complete Termination Message and transmit it in accordance with SR/0/A/2000/004 (Notification to State and Counties from the Emergency Operations Facility) and terminate the emergency.

- Notify the following agencies:

	Name	Telephone Number
SDEM	_____	9-1-803-737-8500

OR,

IF the SEOC has not been activated, the County Emergency Management Directors (CEMD)

	Name	Telephone Number
Oconee CDEM	_____	9-1-864-638-4200
Pickens CDEM	_____	9-1-864-898-5943

_____ Request Oconee Emergency Preparedness to provide a copy of the Licensee Event Report (LER) to state and county agencies at the time it is sent to the NRC.

Enclosure 6.1
EOF Director/Assistant EOF Director Checklist

Station: ( ) CNS ( ) MNS ( ) ONS				Turnover: (circle) (From): C/R TSC (TO) TSC EOF							
Unit(s) Affected: (circle) 1 2 3											
Unit 1				Unit 2				Unit 3			
Rx Power	Cont. Press	Rx Cool Temp	Rx Cool Press	Rx Power	Cont. Press	Rx Cool Temp	Rx Cool Press	Rx Power	Cont. Press	Rx Cool Temp	Rx Cool Press
Unit Status:				Unit Status:				Unit Status:			
Major Equipment Out of Service:				Major Equipment Out of Service:				Major Equipment Out of Service:			
ERDS Activated: Yes No N/A				ERDS Activated: Yes No N/A				ERDS Activated: Yes No N/A			
Response Procedures in Progress:				EOP/APs in Progress:							
Actions in Progress:											
Emergency Classification: Reason: NOUE Declared at:___ Alert Declared at: __ SAE Declared at: _____ G.E. Declared at: _____				Site Assembly: YES NO TIME: _____ Site Evacuation: YES NO TIME: _____ Location/Comments: Other Agency Involvement: MEDICAL ☐ FIRE ☐ OTHER ☐ ☐ LAW ENFORCEMENT ☐ Additional Information:							
Radiological: Release in Progress YES NO Field Monitoring Teams Deployed: YESNONumber _____ Release Pathway:_____ WIND SPEED:_____WIND DIRECTION: _____ OFFSITE PARS Recommended: YES NO Zones Evacuated:_____Zones Sheltered: _____ KI Recommended: YES NO Current Dose Run Available: YES NO Have Dose Assessors discussed Turnover? YES NO											
Off-Site Communication: Last Message Sent:_____Next Message Due:_____ (Time) (Time) Have Communicators discussed Turnover with the acquiring facility Communicators? YES NO											
Turnover Complete: YES NO - TSC / EOF Activated at: _____ _____ _____ (circle) (circle) Time Date Name Additional Information:											

Protective Action Guides

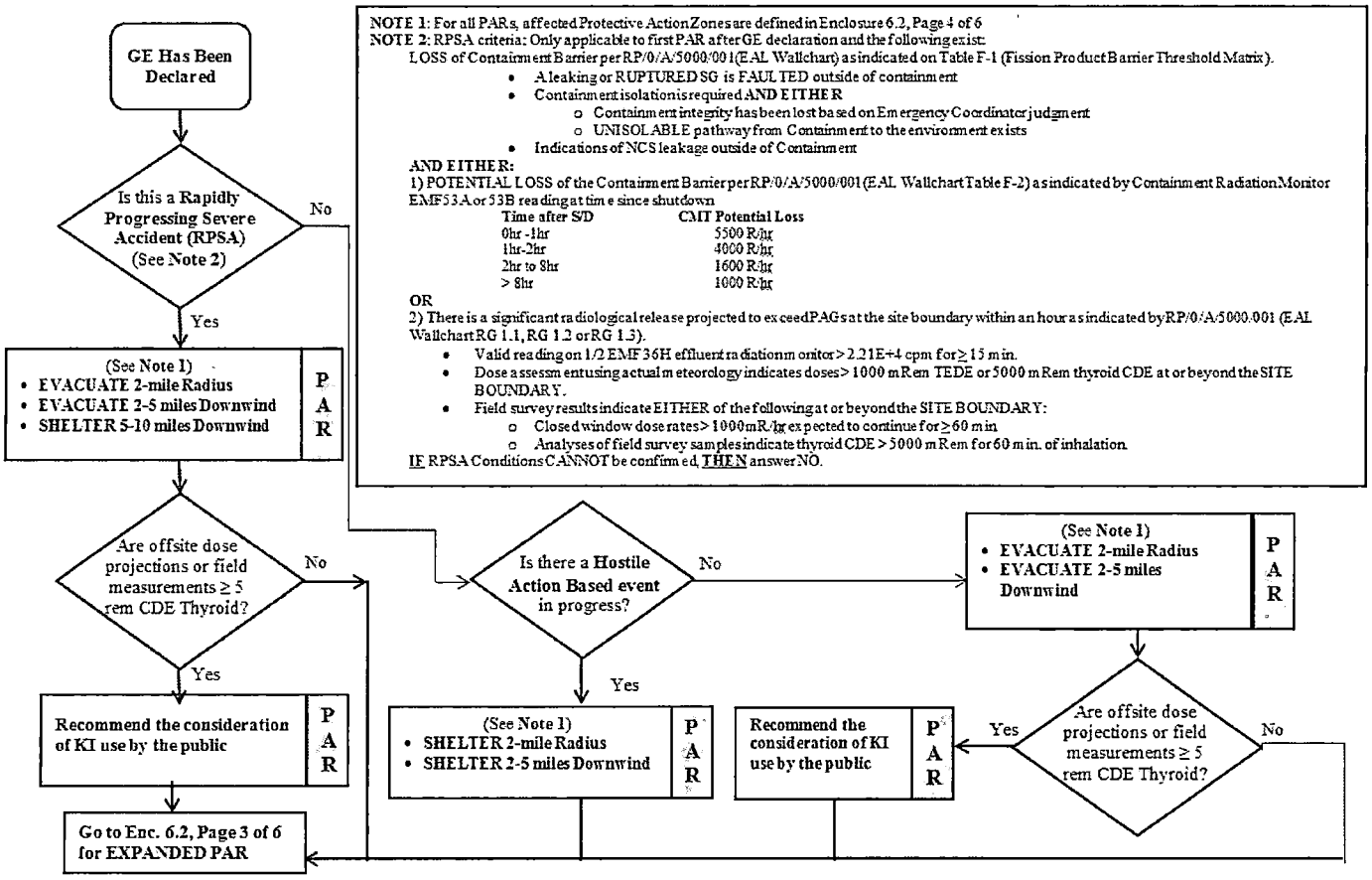
Note: Protective Action Recommendations (PARs) for the public apply during a General Emergency, and include sheltering, evacuation and consideration of KI use. PARs are based on plant conditions independent of projected dose, and can also be based on projected dose. Protective Action Guides (PAGs) are levels of radiation dose at which prompt protective actions should be initiated and are based on EPA-400-R-92-001, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents. The projected dose PARs specified in this enclosure are based on the PAGs listed below. The PAG for KI is taken from Potassium Iodide as a Thyroid Blocking Agent in Radiation Emergencies, FDA Guidance, November 2001 and Guidance for Industry, KI in Radiation Emergencies, Questions and Answers, FDA, December 2002. {23}

PROTECTIVE ACTION GUIDES (PAGs) (Projected Dose or Field Measurements)	
Total Effective Dose Equivalent (TEDE)	Committed Dose Equivalent (CDE) Thyroid
$\geq$ 1 Rem	$\geq$ 5 Rem

INITIALS_____PRINTED NAME _____

Enclosure 6.2

Catawba Offsite Protective Actions Flowchart - INITIAL PAR



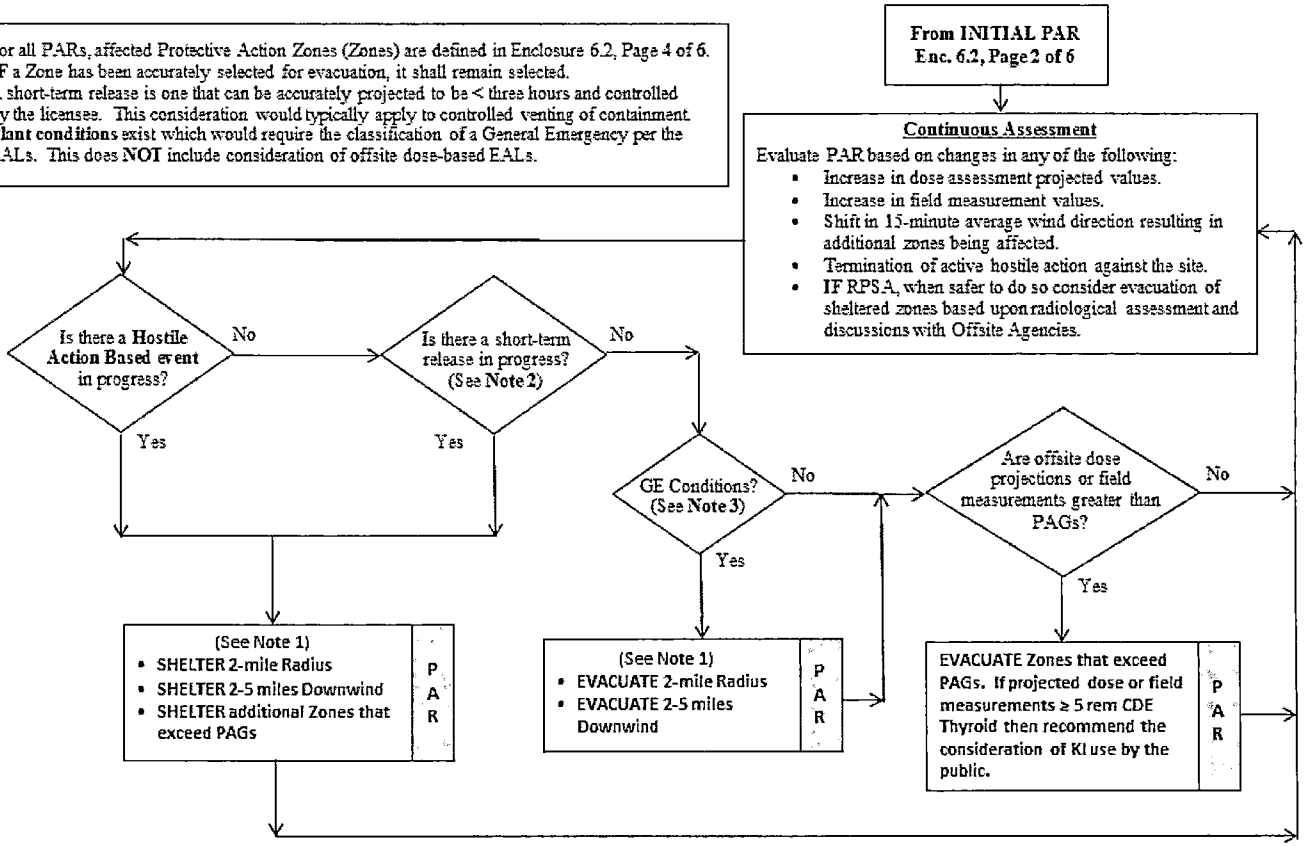
Enclosure 6.2

Catawba Offsite Protective Actions Flowchart - EXPANDED PAR

Note 1: For all PARs, affected Protective Action Zones (Zones) are defined in Enclosure 6.2, Page 4 of 6. **IF** a Zone has been accurately selected for evacuation, it shall remain selected.

Note 2: A short-term release is one that can be accurately projected to be < three hours and controlled by the licensee. This consideration would typically apply to controlled venting of containment.

Note 3: **Plant conditions** exist which would require the classification of a General Emergency per the EALs. This does **NOT** include consideration of offsite dose-based EALs.



INITIAL

CAUTION: A short term release is any release that can be projected to be 3 hours or less in duration. An example would be a "puff release". A controlled release is one that can be started and stopped at the licensee's discretion, such as the venting of Containment for pressure control. **IF** a release is short term **AND** controlled, sheltering in lieu of evacuation should be considered. {36}

NOTE: 1. If necessary, obtain needed data from one of the following sources in order of sequence:
A. Catawba SDS (Group Display "EMF")
B. Duke Energy Meteorologist (2-0139, 3-7896, **OR** 2-4316)
C. National Weather Service in Greer, S.C. (9-1-864-879-1085, 9-1-800-268-7785

2. OAC/SDS wind direction can be displayed as greater than 360 degrees. To arrive at wind direction for table below, subtract 360 from wind direction indications greater than 360 degrees.

—— **IF AT ANY TIME** a General Emergency is declared, **THEN** make immediate PROTECTIVE ACTION RECOMMENDATIONS (PARs) within 15 minutes to be entered on Line 6 of the Emergency Notification Form (ENF). Determine the PARs based on the 15-minute average upper wind direction (OAC point C1P0250) as below:

Protective Action Zones			
Wind Direction	2-Mile Radius	2-5 Miles Downwind	5-10 Miles Downwind (RPSA Only)
348.75 - 11.25	A0	B1, C1, D1	B2, C2, D2
11.26 - 33.75	A0	C1, D1	C2, D2
33.76 - 56.25	A0	C1, D1, E1	C2, D2, E2
56.26 - 78.75	A0	C1, D1, E1, F1	C2, D2, E2, F2
78.76 - 101.25	A0	C1, D1, E1, F1	D2, E2, F2
101.26 - 123.75	A0	D1, E1, F1	D2, E2, F2, F3
123.76 - 146.25	A0	E1, F1	E2, F2, F3
146.26 - 168.75	A0	A1, E1, F1	A2, E2, F2, F3
168.76 - 191.25	A0	A1, E1, F1	A2, F2, F3
191.26 - 213.75	A0	A1, B1, E1, F1	A2, A3, B2, F2, F3
213.76 - 236.25	A0	A1, B1, F1	A2, A3, B2, F2, F3
236.26 - 258.75	A0	A1, B1, F1	A2, A3, B2, F3
258.76 - 281.25	A0	A1, B1, C1	A2, A3, B2, C2
281.26 - 303.75	A0	A1, B1, C1	A2, A3, B2, C2
303.76 - 326.25	A0	B1, C1	A3, B2, C2
326.26 - 348.74	A0	B1, C1, D1	B2, C2, D2

NOTE: **IF** changes to the initial Protective Action Recommendations are recommended, **THEN** these changes must be transmitted to the offsite agencies within 15 minutes.

CAUTION: **IF** a zone has been accurately selected for evacuation, **THEN** it shall remain selected.

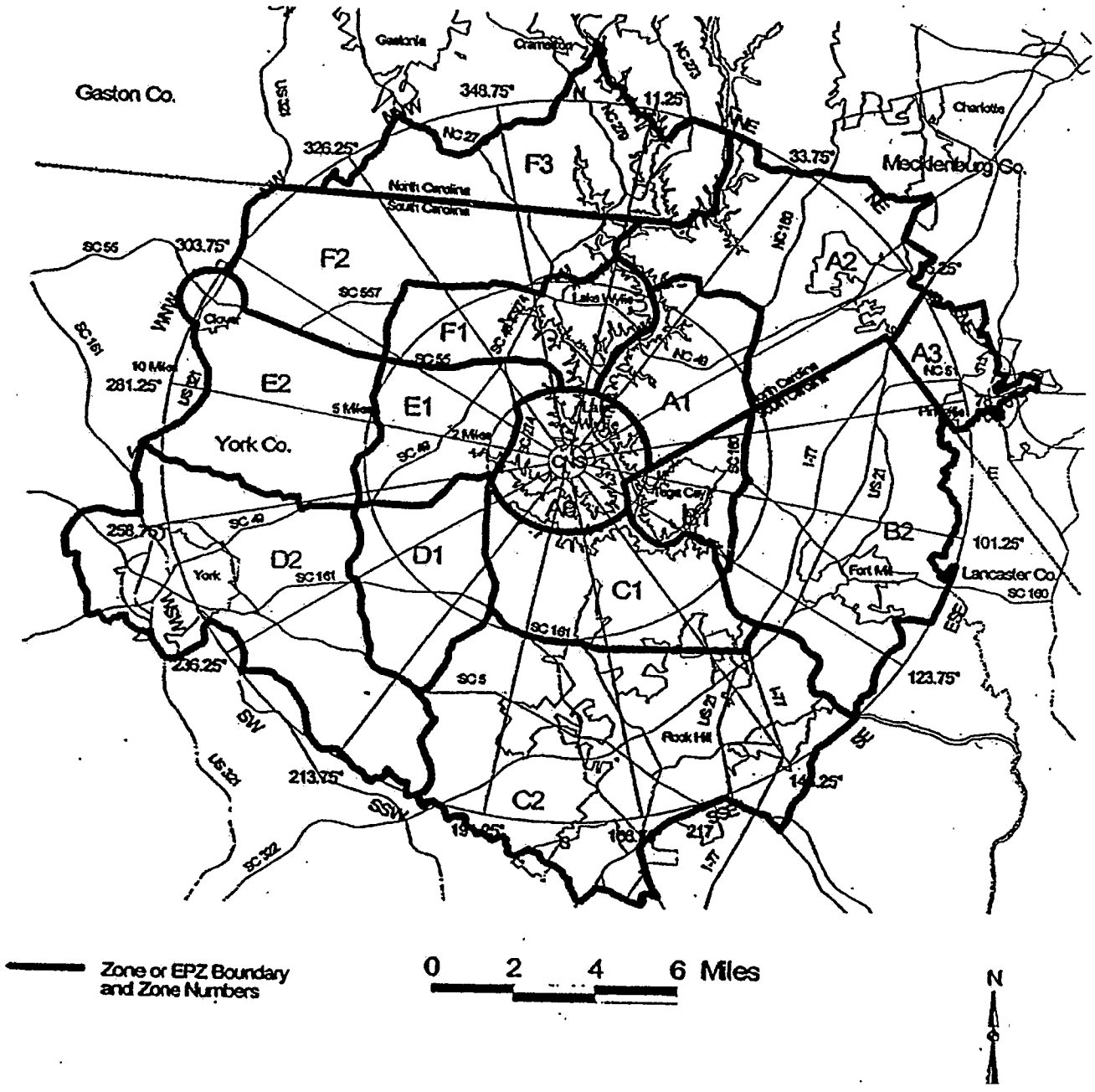
_____ **IF** dose projections indicate that CDE Thyroid dose will be ≥ 5 Rem, **THEN** recommend KI use by the General Public in accordance with State Plans and Policy. {23}

_____ Evaluate specific plant conditions, offsite dose projections, wind direction, field monitoring team data, and assess the need to update Protective Action Recommendations made to the states and counties in the previous notification throughout the event.

_____ Review dose projections with the Radiological Assessment Manager to determine if Protective Action Recommendations are required beyond the 10-mile EPZ.

_____ **IF** Protective Action Recommendations are required beyond 10 miles, **THEN** notify states and counties to consider sheltering/evacuating general population located beyond the affected 10-mile EPZ.

Catawba Protective Action Zones - 10-mile EPZ
(2 and 5-mile Radius, inner circles)



Protective Action Guides

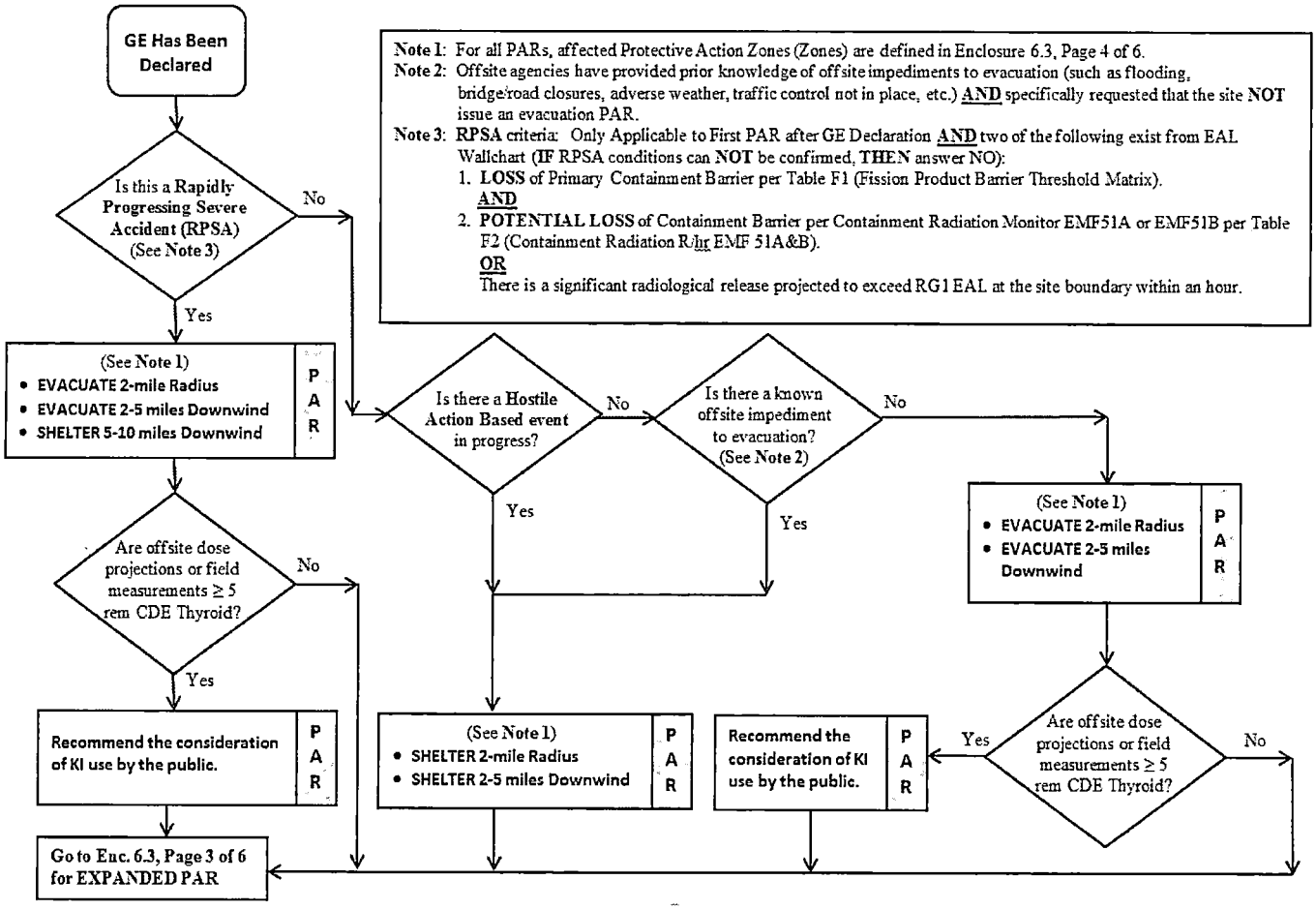
Note:	Protective Action Recommendations (PARs) for the public apply during a General Emergency, and include sheltering, evacuation and consideration of KI use. PARs are based on plant conditions independent of projected dose, and can also be based on projected dose. Protective Action Guides (PAGs) are levels of radiation dose at which prompt protective actions should be initiated and are based on EPA-400-R-92-001, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents. The projected dose PARs specified in this enclosure are based on the PAGs listed below. The PAG for KI is taken from Potassium Iodide as a Thyroid Blocking Agent in Radiation Emergencies, FDA Guidance, November 2001 and Guidance for Industry, KI in Radiation Emergencies, Questions and Answers, FDA, December 2002. {23}

PROTECTIVE ACTION GUIDES (PAGs) (Projected Dose or Field Measurements)	
Total Effective Dose Equivalent (TEDE)	Committed Dose Equivalent (CDE) Thyroid
$\geq$ 1 Rem	$\geq$ 5 Rem

INITIALS _____ PRINTED NAME _____

Enclosure 6.3

McGuire Offsite Protective Actions Flowchart - INITIAL PAR



Enclosure 6.3

McGuire Offsite Protective Actions Flowchart - EXPANDED PAR

Note 1: For all PARs, affected Protective Action Zones (Zones) are defined in Enclosure 6.3, Page 4 of 6. IF a Zone has been accurately selected for evacuation, then it shall remain selected.

Note 2: Offsite agencies have provided prior knowledge of offsite impediments to evacuation (such as flooding, bridge/road closures, adverse weather, traffic control not in place, etc.) AND specifically requested that the site NOT issue an evacuation PAR.

Note 3: A short-term release is one that can be accurately projected to be < three hours and controlled by the licensee. This consideration would typically apply to controlled venting of containment.

Note 4: **Plant conditions** exist which would require the classification of a General Emergency per the EALs. This does **NOT** include consideration of offsite dose-based EALs.

From INITIAL PAR
Enc. 6.3, Page 2 of 6

Continuous Assessment

Evaluate PAR based on changes in any of the following:

- Increase in dose assessment projected values.
- Increase in field measurement values.
- Shift in 15-minute average wind direction resulting in additional zones being affected.
- Offsite agencies inform the site that offsite impediments no longer exist.
- Termination of active hostile action against the site.
- IF RPSA, when safer to do so consider evacuation of sheltered zones based upon radiological assessment and discussions with Offsite Agencies.

Is there a **Hostile Action Based event** in progress?

No

Is there a known offsite impediment to evacuation? (See **Note 2**)

No

Is there a short-term release in progress? (See **Note 3**)

No

GE Conditions? (See **Note 4**)

No

Are offsite dose projections or field measurements greater than PAGs?

No

Yes

Yes

Yes

Yes

Yes

(See Note 1)
- SHELTER 2-mile Radius
- SHELTER 2-5 miles Downwind
- SHELTER additional Zones that exceed PAGs

PAR

(See Note 1)
- EVACUATE 2-mile Radius
- EVACUATE 2-5 miles Downwind

PAR

EVACUATE Zones that exceed PAGs. If projected dose or field measurements ≥ 5 rem CDE Thyroid then recommend the consideration of KI use by the public.

PAR

INITIAL

CAUTION: A short term release is any release that can be projected to be 3 hours or less in duration. An example would be a "puff release". A controlled release is one that can be started and stopped at the licensee's discretion, such as the venting of Containment for pressure control. **IF** a release is short term **AND** controlled, **THEN** sheltering in lieu of evacuation should be considered. {36}

NOTE: {5} If necessary, obtain needed data from one of the following sources in order of sequence:

A. McGuire SDS (Group Display "EMF")
B. Duke Energy Meteorologist (2-0139, 3-7896, **OR** 2-4316)
C. National Weather Service in Greer, S.C. (9-1-864-879-1085, 9-1-800-268-7785

—— **IF AT ANY TIME** a General Emergency is declared, **THEN** make immediate PROTECTIVE ACTION RECOMMENDATIONS (PARs) within 15 minutes to be entered on Line 6 of the Emergency Notification Form (ENF). Determine the PARs based on the 15-minute average upper wind direction (OAC point M1P0847) as below:

Protective Action Zones			
Wind Direction	2-Mile Radius	2-5 Miles Downwind	5-10 Miles Downwind (RPSA Only)
0.1 - 22.5	B,C,L,M	D,O,R	E,F,S
22.6 – 45.0	B,C,L,M	D,O,R	E,Q,S
45.1 – 67.5	B,C,L,M	D,N,O,R	E,P,Q,S
67.6 – 90.0	B,C,L,M	D,N,O,R	P,Q,S
90.1 – 112.5	B,C,L,M	N,O,R	K,P,Q,S
112.6 – 135.0	B,C,L,M	A,N,O,R	I,K,P,Q,S
135.1 – 157.5	B,C,L,M	A,N,O	I,K,P,Q
157.6 – 180.0	B,C,L,M	A,N	H,I,J,K,P
180.1 – 202.5	B,C,L,M	A,N	G,H,I,J,K,P
202.6 – 225.0	B,C,L,M	A,D,N	G,H,I,J,K,P
225.1 – 247.5	B,C,L,M	A,D	F,G,H,I,J
247.6 – 270.0	B,C,L,M	A,D	F,G,H,I,J
270.1 – 292.5	B,C,L,M	A,D	E,F,G,H,J
292.6 – 315.0	B,C,L,M	A,D,R	E,F,G
315.1 – 337.5	B,C,L,M	D,R	E,F,G,S
337.6 – 360.0	B,C,L,M	D,R,O	E,F,S

NOTE: **IF** changes to the initial Protective Action Recommendations are recommended, **THEN** these changes must be transmitted to the offsite agencies within 15 minutes.

CAUTION: **IF** a zone has been accurately selected for evacuation, **THEN** it shall remain selected.

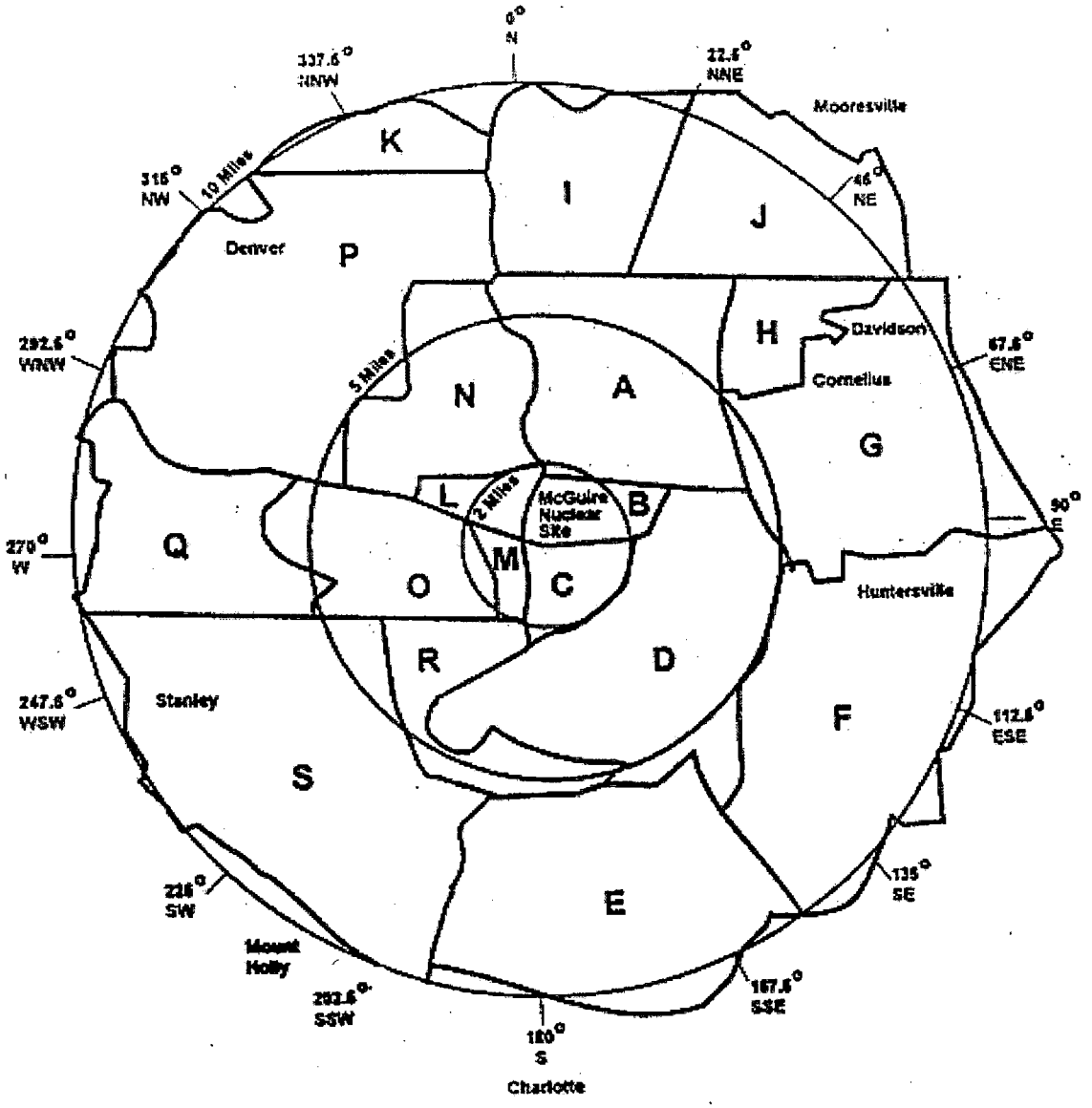
_____ **IF** dose projections indicate that CDE Thyroid dose will be ≥ 5 Rem, **THEN** recommend KI use by the General Public in accordance with State Plans and Policy. {23}

_____ Evaluate specific plant conditions, offsite dose projections, wind direction, field monitoring team data, and assess the need to update Protective Action Recommendations made to the states and counties in the previous notification throughout the event.

_____ Review dose projections with the Radiological Assessment Manager to determine if Protective Action Recommendations are required beyond the 10-mile EPZ.

_____ **IF** Protective Action Recommendations are required beyond 10 miles, **THEN** notify states and counties to consider sheltering/evacuating general population located beyond the affected 10-mile EPZ.

McGuire Protective Action Zones - 10-mile EPZ
(2 and 5-mile radius, inner circles)



Note: Protective Action Recommendations (PARs) for the public apply during a General Emergency, and include sheltering, evacuation and consideration of KI use. PARs are based on plant conditions independent of projected dose, and can also be based on projected dose. Protective Action Guides (PAGs) are levels of radiation dose at which prompt protective actions should be initiated and are based on EPA-400-R-92-001, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents. The projected dose PARs specified in this enclosure are based on the PAGs listed below. The PAG for KI is taken from Potassium Iodide as a Thyroid Blocking Agent in Radiation Emergencies, FDA Guidance, November 2001 and Guidance for Industry, KI in Radiation Emergencies, Questions and Answers, FDA, December 2002. {23}

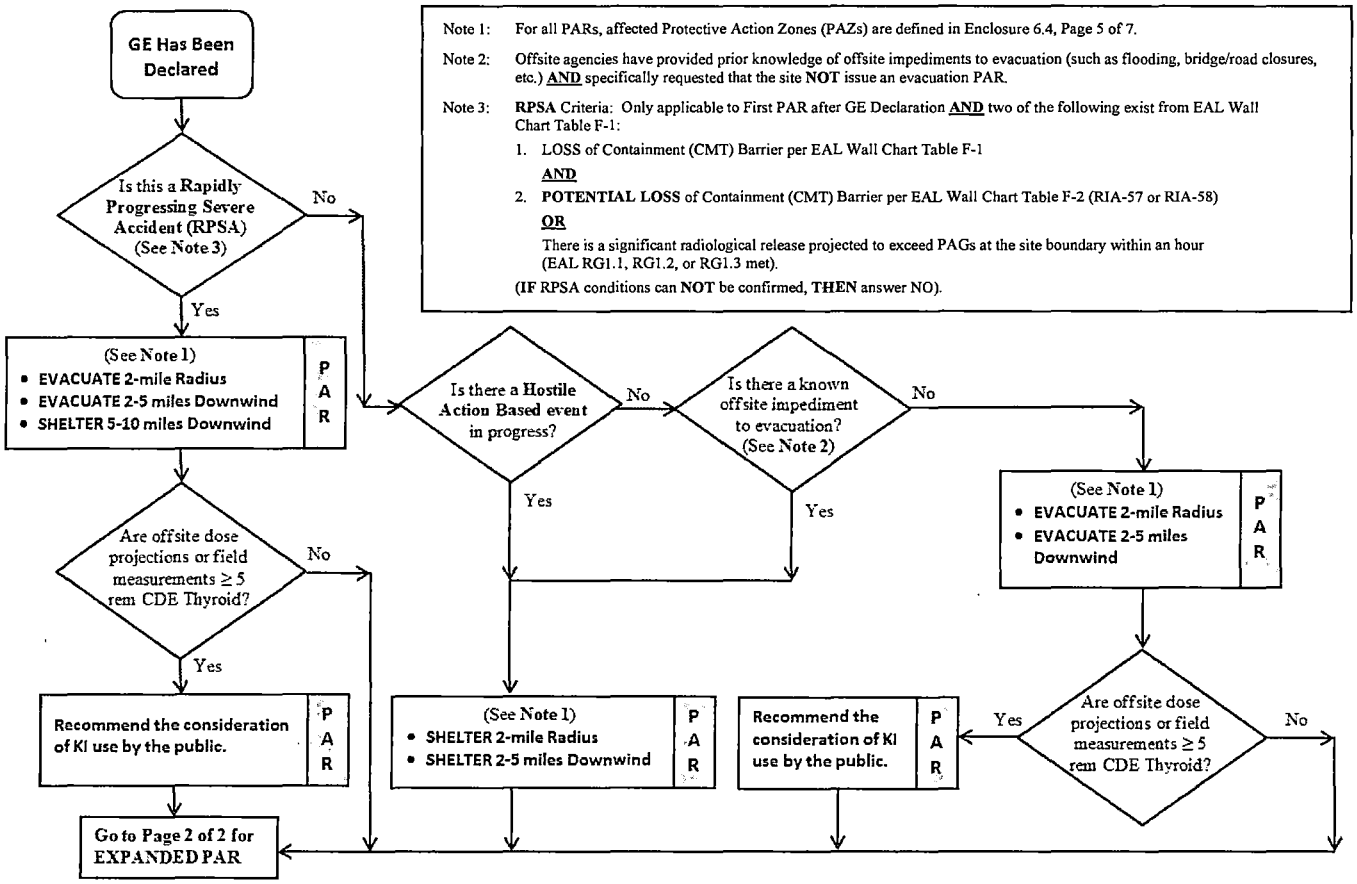
PROTECTIVE ACTION GUIDES (PAGs) (Projected Dose or Field Measurements)	
Total Effective Dose Equivalent (TEDE)	Committed Dose Equivalent (CDE) Thyroid
$\geq$1 Rem	$\geq$5 Rem

INITIALS _____ PRINTED NAME _____

Enclosure 6.4

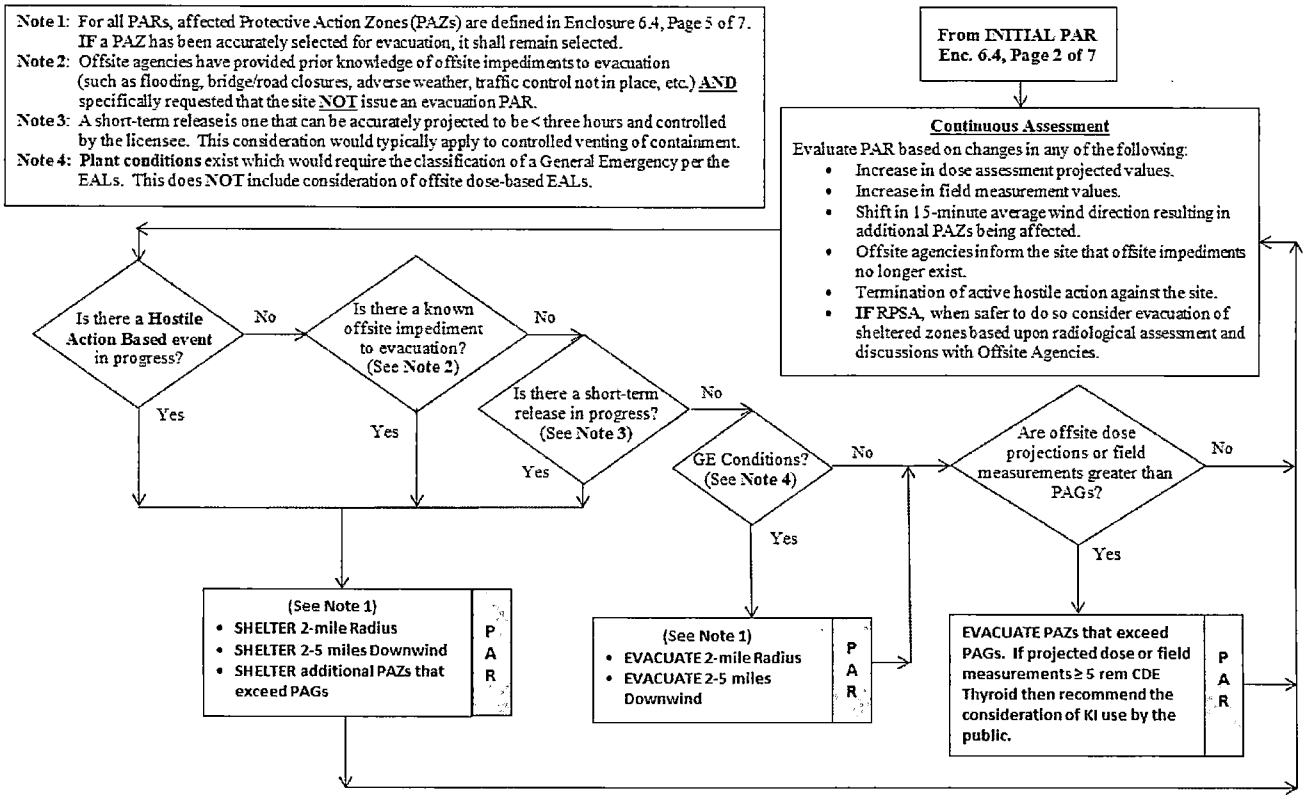
Oconee Offsite Protective Actions Flowchart - INITIAL PAR

INITIAL PAR



Enclosure 6.4

Oconee Offsite Protective Actions Flowchart - EXPANDED PAR



INITIAL

CAUTION:	A short term release is any release that can be projected to be 3 hours or less in duration. An example would be a "puff release". A controlled release is one that can be started and stopped at the licensee's discretion, such as the venting of Containment for pressure control. **IF** a release is short term **AND** controlled, **THEN** sheltering in lieu of evacuation should be considered. {36}

NOTE: If necessary, obtain needed data from one of the following sources in order of sequence:

A. Oconee SDS (Turn On Code "EROENV")
B. Duke Energy Meteorologist (2-0139, 3-7896, **OR** 2-4316)
C. National Weather Service in Greer, S.C. (9-1-864-879-1085 **OR** 9-1-800-268-7785)

___ **IF AT ANY TIME** a General Emergency is declared, **THEN** make immediate PROTECTIVE ACTION RECOMMENDATIONS (PARs) within 15 minutes to be entered on Line 6 of the Emergency Notification Form (ENF). Determine the meteorological parameters to use based on the 15-minute average wind direction (SDS "EROENV" screen) as determined from the following chart below:

Time of Day Conditions	Met Parameter	First Priority	Second Priority	Third Priority	Fourth Priority
1000 - 1600	Wind Direction	60M reading	10M reading	River Tower	NWS
1600 – 1000 and River Wind between 210° and 360° or 0° and 70°	Wind Direction	60M reading	10M reading	River Tower	NWS
1600 – 1000 and River Wind between 70° and 210°	Wind Direction	River Tower	60M reading	NWS	

_____ Determine affected zones from chart below based on the 15-minute average wind direction as determined in previous step:

Wind Direction	Protective Action Zones 0-2 miles;	2-5 miles;	5-10 miles (RPSA Only)
14.1°-27°	A0,	C1, D1, E1,	C2, D2, E2
27.1°-42°	A0,	C1, D1, E1,	D2, E2
42.1°-66°	A0,	D1, E1,	D2, E2
66.1°-85°	A0,	D1, E1,	D2, E2, F2
85.1°-104°	A0,	D1, E1, F1,	D2, E2, F2
104.1°-129°	A0,	E1, F1,	E2, F2
129.1°-156°	A0,	A1, E1, F1,	A2, E2, F2
156.1°-175°	A0,	A1, E1, F1,	A2, F2
175.1°-181°	A0,	A1, F1,	A2, F2
181.1°-219°	A0,	A1, B1, F1,	A2, B2, F2
219.1°-255°	A0,	A1, B1,	A2, B2,
255.1°-271°	A0,	A1, B1, C1,	A2, B2, C2
271.1°-297°	A0,	B1, C1,	B2, C2
297.1°-312°	A0,	B1, C1,	B2, C2, D2
312.1°-345°	A0,	B1, C1, D1,	B2, C2, D2
345.1°-14°	A0,	C1, D1,	C2, D2

NOTE: **IF** changes to the initial Protective Action Recommendations are recommended, **THEN** these changes must be transmitted to the offsite agencies within 15 minutes.

CAUTION: **IF** a zone has been accurately selected for evacuation, **THEN** it shall remain selected.

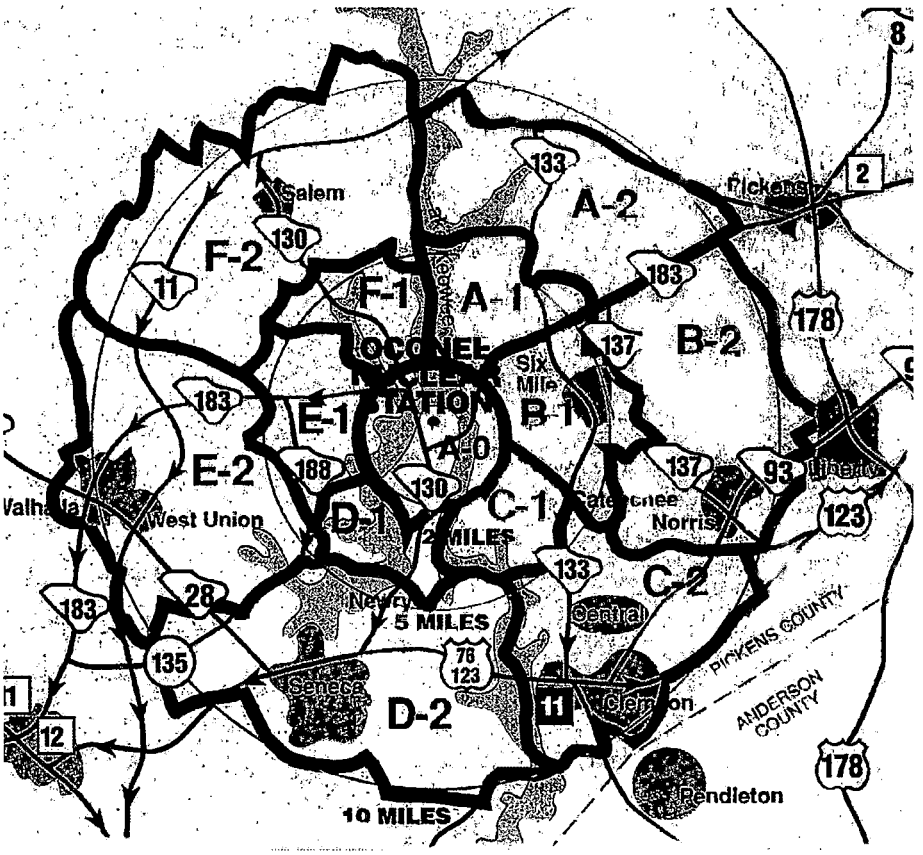
_____ **IF** dose projections indicate that CDE Thyroid dose will be ≥ 5 Rem, **THEN** recommend KI use by the General Public in accordance with State Plans and Policy. {23}

_____ Evaluate specific plant conditions, offsite dose projections, wind direction, field monitoring team data, and assess the need to update Protective Action Recommendations made to the states and counties in the previous notification throughout the event.

_____ Review dose projections with the Radiological Assessment Manager to determine if Protective Action Recommendations are required beyond the 10-mile EPZ.

_____ **IF** Protective Action Recommendations are required beyond 10 miles, **THEN** notify states and counties to consider sheltering/evacuating general population located beyond the affected 10-mile EPZ.

Oconee Protective Action Zones - 10-Mile EPZ
(2 and 5-mile radius, inner circles)

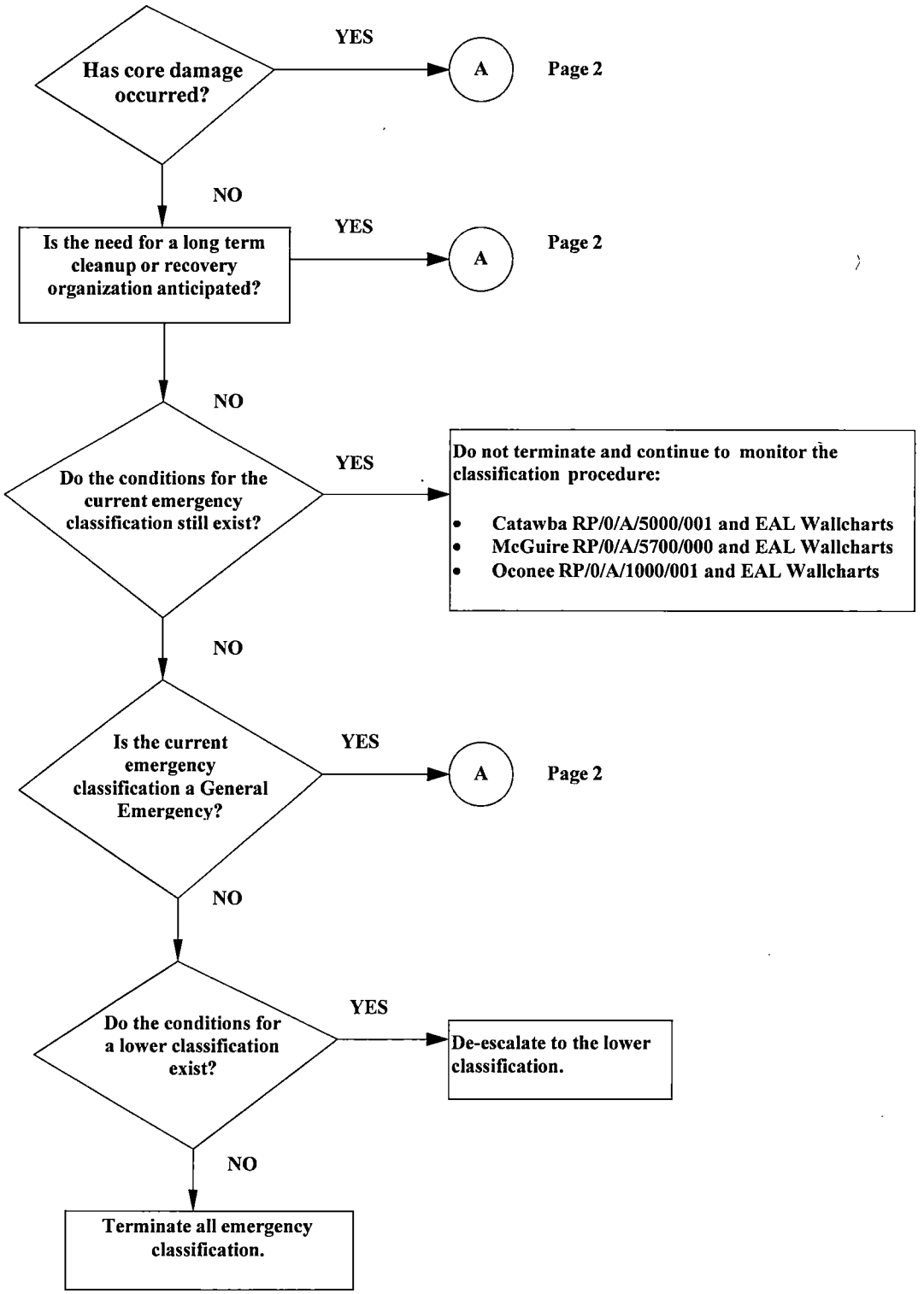


Radius From Site (miles)	Pickens County Zones	Oconee County Zones
0-2	A0	A0
2-5	A-1, B-1, C-1	D-1, E-1, F-1
5-10	A-2, B-2, C-2	D-2, E-2, F-2

Enclosure 6.5

Emergency Classification Downgrade/Termination Criteria

INITIAL



INITIALS _____ PRINTED NAME _____

Enclosure 6.5

Emergency Classification Downgrade/Termination Criteria

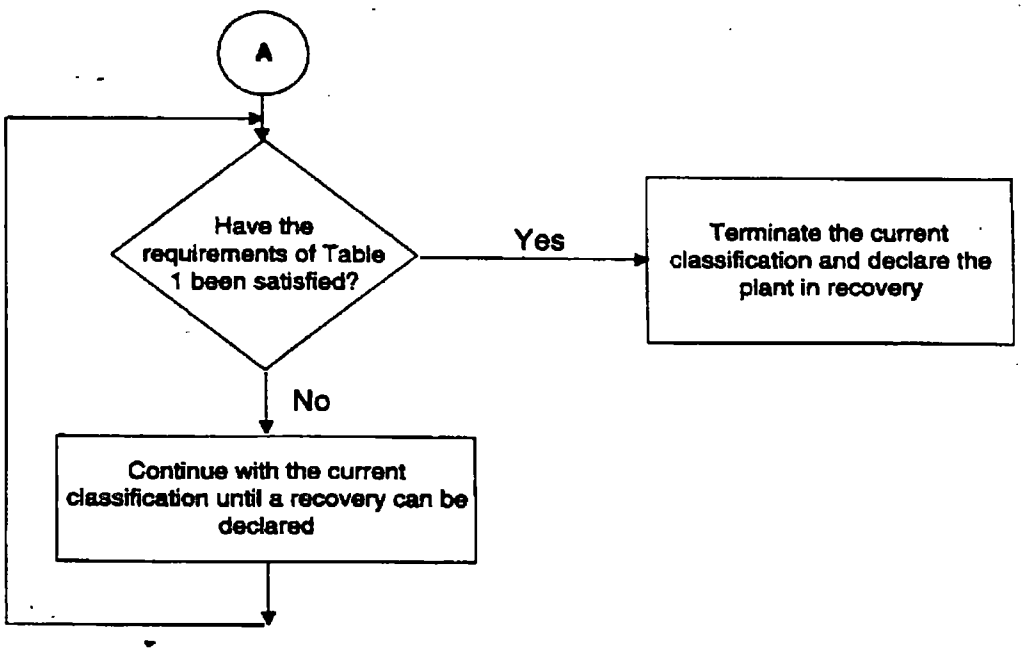


Table 1

_____Security threat has been contained.

_____No new evacuation or sheltering protective actions are anticipated.

_____Containment pressure is being maintained less than design pressure.

_____Containment hydrogen levels are less than 9% and stable or decreasing.

_____Decay heat rejection to the ultimate heat sink has been established and is stable. This is indicated by either of the following (circle one):

- Decay heat removal is considered stable if supported by redundancy or diversity

  - Examples of a satisfactory state include:

    - 2 trains of systems for sump recirculation.
    - 2 trains of Decay Heat Removal (DHR)
    - 1 train of DHR and the ability to cool with the steam generators.
    - steam generator cooling with 2 trains of feed capability.

  OR

- Decay heat removal is considered stable if no additional fission product barrier challenges would be expected for at least 2 hours following interruption of core cooling.

(continued on next page)

_____The risks from recriticality are acceptably low.

Emergency Classification Downgrade/Termination Criteria

_____Radiation Protection is monitoring access to radiologically hazardous areas.

_____Offsite conditions do not limit plant access.

_____The Public Information Coordinator, NRC officials, and State representatives have been consulted to determine the effects of termination on their activities.

_____The recovery organization is ready to assume control of recovery operations:

- Catawba - RP/0/B/5000/025
- McGuire - RP/0/A/5700/024
- Oconee - RP/0/A/1000/027

INITIAL _____

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to RAM computer.

_____ Log into WebEOC.

_____ Sign in on Sign In board.

_____ Obtain copy of AD-EP-ALL-0202, Emergency Response Offsite Dose Assessment.

_____ **IF** Field Monitoring teams have been dispatched, **THEN** ensure FMC has established communication with Field Monitoring teams.

_____ Notify EOF Director that Radiological Assessment Manager (RAM) position is operational.

_____ Ensure all Radiation Protection personnel reporting to the EOF sign in on Sign In board.

_____ Ensure that EOF Dose Assessors are kept informed of pertinent plant information including, but not limited to:

1) Time of TSC activation
2) Time of EOF activation
3) Time of reactor trip
4) Status of safety injection
5) Status of onsite radiological conditions
6) Time next emergency notification message is due.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Communicate to EOF Director:

1) Any release in progress, including dose rates (especially at the site boundary)
2) Field Team status/data
3) On-site radiological concerns
4) Need to request the site pull a reactor coolant sample for Dose Equivalent Iodine to support emergency classification

INITIALS _____ PRINTED NAME _____

_____Review Criteria in "Classification of Emergency" procedure for emergency classification changes and discuss with Accident Assessment personnel plant conditions including power failures, valve closures, etc.

Catawba RP/0/A/5000/001
OR
McGuire RP/0/A/5700/000
OR
Oconee RP/0/A/1000/001.

NOTE:

- Microsoft Lync (Skype for Business) is an acceptable communications method.
- Oconee TSC Dose Assessment Liaison, 9-1-864-873-4902.
- Catawba/McGuire, Dose Assessment Bridge, 9-980-875-4980.

_____ Establish communications with dose assessment personnel at TSC. Compare information, projections and strategies with TSC.

NOTE: Enclosure 6.2 (for CNS), Enclosure 6.3 (for MNS), and Enclosure 6.4 (for ONS) provide guidance for PARs and KI protective action recommendations.

_____ **IF** General Emergency is declared, **THEN** provide PAR information on Line 6 of the Emergency Notification Form:

CAUTION: **IF** a zone has been accurately selected for evacuation, **THEN** it shall remain selected.

- Zones for Evacuation
- Zones for Sheltering
- Use of KI for General Public. {23}
- Other PARs.

_____ Determine, with input from the Accident Assessment Manager (AAM), Protective Actions using

☐ Enclosure 6.2, Catawba Offsite Protective Actions
☐ Enclosure 6.3, McGuire Offsite Protective Actions
☐ Enclosure 6.4, Oconee Offsite Protective Actions

NOTE: **IF** changes to the initial Protective Action Recommendations, including KI, are recommended to and approved by the EOF Director, **THEN** these changes shall be transmitted to the offsite agencies within 15 minutes and the reason for the Protective Action Recommendation change be reported on Line 12 of the ENF.

_____ Review dose projections and determine if Protective Action Recommendations are required beyond 10-mile EPZ.

_____ Provide EOF Director Protective Action Recommendations.

_____ Evaluate Emergency Release Status:

- None - no release of radioactivity generated by the event and no release expected.

- Is Occurring - radioactivity caused by an event that is currently being released through any defined accident pathway, as indicated by **ANY** of the following:

  McGuire/Catawba
  - EMF-38, 39, 40, 51 (MNS), 53 (CNS) containment monitor reading(s) indicate an increase **AND** containment pressure is greater than 0.3 psig
  - EMF-38, 39, 40, 51 (MNS), 53 (CNS) containment monitor reading(s) indicate an increase **AND** a known leak path exists from containment
  - EMF-36 unit vent monitor reading indicates an increase in activity
  - EMF-33 CSAE exhaust monitor reading or other alternate means indicates steam generator tube leakage
  - A known unmonitored release path exists **AND** radioactive material exists
  - Alternate method of release determination
  - Field Monitoring Team results.

  Oconee
  - RIA-47, 48, 49, 49A, 57 or 58 containment monitor reading(s) indicate an increase **AND** containment pressure is greater than 1 psig
  - RIA-47, 48, 49, 49A, 57 or 58 containment monitor reading(s) indicate an increase **AND** a known leak path exists from containment
  - RIA-45 or 46 unit vent monitor reading(s) indicate an increase in activity
  - RIA-40 CSAE exhaust monitor reading or other alternate means indicates steam generator tube leakage
  - A known unmonitored release path exists, **AND** radioactive material exists
  - Alternate method of release determination
  - Field Monitoring Team results.

- Has Occurred - any radioactivity released to the environment caused by a declared emergency event, but has been stopped.

_____ Provide Emergency Release Status input for Line 5 of ENF.

NOTES: 1. Stability Class versus Delta-T charts are contained in the URI Job aid located at \\ngofs\fleetproc\JobAids\EP\AD-EP-ALL-0202

2. Auto-import of meteorological data into ENF will provide Wind Direction (15 minute average Upper), Wind Speed (15 minute average Lower). Other meteorological data may be manually input as necessary.

_____ Provide on ENF Line 9:

- Wind Direction (15 minute average 1st: Upper, 2nd: Lower, 3rd: Other)
- Wind Speed (15 minute average 1st: Lower, 2nd: Upper, 3rd: Other)
- Precipitation Type (Inches in last 15 minutes)
- Stability Class.

NOTES: 1. Emergency Release data are not required for initial Emergency Notification Forms **OR** notifications of changes in Protective Action Recommendations.

2. It is inappropriate to provide information for liquid releases on ENF Lines 10 and11, as they cannot be quantified using URI and are not the basis for Protective Action Recommendations. It is appropriate to provide information about liquid releases on Line 12, Remarks.

_____Provide on ENF Line10:

- Release Characterization (Type (Ground) and Units (Ci/Sec))
- Magnitude (Ci/Sec Release rates from Dose Assessment Report)

_____Provide Projection Parameters on ENF Line11:

- Projection period ="Plume Exposure Duration" in hours from Page 3 of URI Dose Assessment report
- Estimated Release Duration ="Release Duration" from Page 1 of URI Dose Assessment Report
- Date and time projection was performed

_____Provide Projected Dose information on ENF Line11, by entering "TEDE" and " Thyroid CDE" data from URI Dose Assessment report.

_____Assist Public Affairs and/or Public Spokesperson with dose comparisons based on computer model or field data.

NOTE: **IF** necessary to relieve Duke Energy personnel, **THEN** environmental surveillance support personnel from the DOE Radiological Assistance Plan may be requested by the Radiological Assessment Manager through the EOF Director.

_____ **IF** needed, **THEN** conduct turnover for on-coming shift.

_____Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____Don position badge.

_____Log in to PC

_____Log in to WebEOC.

_____Sign in on Sign In board.

_____Obtain copy of AD-EP-ALL-0202, Emergency Response Offsite Dose Assessment.

_____Initiate Position Log of activities sufficient to conduct a turnover for on-coming shift.

_____Acquire necessary dose assessment and plant status information.

_____ **IF** data acquisition programs are unavailable, **THEN** request SDS data from TSC or instrument readings from Control Room (EMF and Met data).

NOTE:	Be aware of the effects of loss of power on critical EMFs (Catawba and McGuire) or RIAs (Oconee).

_____Verify operability and validity of EMFs (Catawba and McGuire) or RIAs (Oconee) through the TSC.

_____ **IF** Catawba or McGuire event is in progress, **THEN** verify effluent discharge alignment with Shift Lab, Radiation Protection Manager (TSC), or Dose Assessors (TSC) as necessary.

_____ **IF** Oconee event is in progress, **THEN** verify effluent discharge alignment with TSC Dose Assessment Liaison (gas tank), RP Manager (gas tank or liquid releases), or Chemistry Manager in the OSC (liquid releases).

INITIALS _____ PRINTED NAME _____

NOTE:
- Microsoft Lync (Skype for Business) is an acceptable communications method.
- Oconee, TSC Dose Assessment Liaison, 9-1-864-873-3705.
- Catawba/McGuire, Dose Assessment Bridge, 9-980-875-4980.

_____Establish communications with dose assessment personnel at TSC. Compare information, projections and strategies with TSC.

_____Obtain Dose Assessor turnover from TSC:

1. Release in progress: No:_____ Yes:_____

   Is occurring____ Has occurred____ Time____

2. Recommended Protective Actions:

   [A] No Recommended Protective Actions

   [B] Evacuate_____

   [ ] C Shelter-In-Place_____

   D Other_____

3. Additional pertinent information necessary to continue monitoring of release and dose assessment calculations.

Turnover complete date/time:_____

_____Verify operability of Health Physics Network (HPN) phone by placing a call to the NRC using the number listed on HPN phone.

NOTE: 1. The NRC Regional Office will request activation of the HPN phone through Emergency Notification System (ENS) telephone if desired.

2. Information that may be requested over the HPN line could include, but is not limited to the following:

- Is there any change to the classification of the event? If so, what is the reason?
- Have toxic or radiological releases occurred or been projected (including changes in the release rate)?
- If so, what are the actual or currently projected onsite and offsite releases, and what is the basis for this assessment?
- What are the health effects or consequences to onsite and offsite people?
- How many onsite or offsite people are being or will be affected and to what extent?
- Is the event under control? When was control established, or what is the planned action to bring the event under control?
- What mitigative actions are currently underway or planned?
- What onsite protective measures have been taken or are planned?
- What offsite protective actions are being considered or have been recommended to state and local officials?
- What are the current meteorological conditions?
- What are the dose and dose rate readings onsite and offsite?

_____ **IF** requested during a drill or actual event, **THEN** activate HPN phone by calling NRC using number listed on HPN phone.

_____ Analyze source-term data, formulate source-term mitigation strategies, and provide information to Radiological Assessment Manager, EOF Staff, and TSC Dose Assessors as required.

_____ Perform dose projections as appropriate to plant conditions.

_____ Interact with Field Monitoring Coordinator to compare off-site dose projections to actual field readings.

NOTE:	Emergency Release data are not required for initial Emergency Notification Forms **OR** notifications of changes in Protective Action Recommendations.

_____Evaluate dose projections and provide protective action recommendations to Radiological Assessment Manager and EOF Director.

_____**IF** SAMGs are implemented **AND** offsite releases approach or exceed 100mRem TEDE or 500mRem Thyroid CDE, **THEN** notify EOF SAMG Evaluator (in Accident Assessment Area). (Applicable to Catawba and McGuire).

_____**IF** SAMGs are implemented **AND** offsite releases approach or exceed 1Rem TEDE or 5 Rem Thyroid CDE, **THEN** notify EOF SAMG Evaluator (in Accident Assessment Area). (Applicable to Catawba and McGuire).

_____**IF** needed, **THEN** conduct turnover for on-coming shift.

_____Restore equipment to "Ready Status" and notify appropriate personnel of conditions that would cause a less than operational status.

_____Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

Field Monitoring Coordinator Checklist

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

NOTE:	Field Teams may be directed by the EOF Field Monitoring Coordinator (FMC) prior to activation of the EOF.

_____ Obtain copy of AD-EP-ALL-0203, Protocol for the Field Monitoring Coordinator During Emergency Conditions.

_____ Establish Position Log of activities sufficient enough to conduct a turnover for on-coming shift.

NOTE:	1. For drill or exercise met data, choose appropriate site simulator SDS resource. 2. For real time met data, choose the SDS resource for a specific site and unit.

_____ Refer to Procedure Step 3.2 to access SDS.

INITIALS _____ PRINTED NAME _____

_____ **WHEN** EOF Radio Operator has established communications with field monitoring teams, **THEN** notify TSC Dose Assessors and provide direction to field monitoring teams.

Catawba Specific

Perform duties as described in the following:

- HP/0/B/1009/004, "Environmental Monitoring for Emergency Conditions Within the Ten Mile Radius of CNS"
- HP/0/B/1009/019, "Emergency Radio System Operation, Maintenance, & Communication".

_____ **IF** needed, **THEN** conduct turnover for on-coming shift.

_____ Restore equipment to "Ready Status" and notify appropriate personnel of conditions that would cause a less than operational status.

_____ Provide all completed procedures and copies of logs to Emergency Preparedness upon deactivation of EOF.

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Obtain copy of AD-EP-ALL-0203, Protocol for the Field Monitoring Coordinator During Emergency Conditions, Attachment 2 (Field Monitoring Survey data Sheet) and Attachment 3 (Meteorological Update for Field Monitoring Teams).

_____ Establish contact with Field Teams.

_____ Communicate instructions from Field Monitoring Coordinator to Field Teams.

_____ Conduct turnover for on-coming shift, if needed.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIALS _____ PRINTED NAME _____

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

NOTE:	The following step is for EOF Director's Area data display.

_____ Establish Emergency Notification Form display using Offsite Agency Communicator's Computer in EOF Director's Area:

- ☐ Open EN Form.
- ☐ Drag to EN Form right monitor **AND** maximize.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Notify INPO for an Alert, Site Area Emergency, General Emergency, or any event expected to require significant industry support, including the name of the affected site(s) and a name and phone number to call for additional information at one of the following numbers: {IER L1-13-10}

- 9-1-404-290-3977
- 9-1-404-290-3980

_____ **IF** requested, **THEN**:

- Provide INPO Emergency Director with a brief description of the nature of the event.
- Identify any equipment or support needed from INPO.
- Respond when contacted for periodic updates.

_____ Perform duties as described in procedure SR/0/A/2000/004 (Notification to States and Counties from the Emergency Operations Facility).

_____ Ensure emergency notification times are satisfied.

_____ Conduct turnover for on-coming shift, if needed.

_____Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIALS _____ PRINTED NAME _____

Enclosure 6.11

EOF Services Administration/Commissary Checklist

NOTE: Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

INITIAL

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Ensure that the EOF Services Area is set up.

_____ Provide administrative office support and supplies, such as:

- Office supplies and equipment
- Secretarial/clerical services
- Copy center/fax services

NOTE: Personnel without badge access will need to be escorted into the EOF by the Assistant EOF Director, EOF Emergency Planner, EOF Services Manager, or their Mentor. [61]

_____ Provide for personal needs of ERO, such as:

- Food and beverage
- Air travel, hotel, and car rental arrangements
- Tables and chairs
- Tents
- Portable toilets
- Trash receptacles

_____ **IF** requested, **THEN** provide in-house craft resources.

_____ **IF** needed, **THEN** contact additional personnel for support.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIALS_____PRINTED NAME _____

EOF FACILITY POST-EVENT CHECKLIST

_____ Secure the EOF Services Area.

_____ Restock office supplies.

_____ **IF** needed, **THEN**:

- Ensure return of relocated office equipment.
- Notify hotels/motels of release of rooms.
- Assist personnel needing transportation home.
- Notify vendors to pick up furniture and equipment not needed for recovery.

_____Notify vendors to discontinue food services to EOF.

ACTION LIST FOR CHANGING FROM EMERGENCY TO RECOVERY MODE

_____ Replenish supplies.

_____ Determine additional space requirements.

_____ Prepare weekly work schedules.

_____ Determine hotel/motel accommodations and travel requirements and contact Travel Services for securing these requirements.

_____ Notify food vendors to arrange shift operations to support recovery efforts for meals and breaks (snacks) with times and locations for serving.

_____ Notify chairs and table suppliers for appropriate needs and quantities.

_____ Notify tent suppliers for appropriate needs and quantities.

_____ Notify portable toilet suppliers for appropriate needs and quantities.

_____ Notify trash receptacle suppliers for appropriate needs and quantities.

_____ Establish shift coverage of commissary personnel to support total recovery efforts.

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

NOTE:	The following step is needed for EOF Director's Area data display.

_____ Establish SDS data display.

- ☐ Refer to Step 3.2 in procedure body to access SDS for affected site and unit.
- ☐ Drag SDS display to right monitor **AND** maximize.

_____ Obtain copy of applicable "Classification of Emergency" procedure to provide analysis and advice regarding emergency classifications.

- Catawba: RP/0/A/5000/001 and EAL Wallcharts
- McGuire: RP/0/A/5700/000 and EAL Wallcharts
- Oconee: RP/0/A/1000/001 and EAL Wallcharts

_____ **IF** Oconee is affected, **THEN** obtain copy of "Oconee Nuclear Site Emergency Action Level Description Guidelines" Manual.

_____ Ensure PC is on and displaying plant status.

_____ Post changes in Fission Product Barrier status on Fission Product Barrier Status Board..

_____ Provide EAL number and description and declaration time for ENF Line 4 to Offsite Agency Communicators.

_____ Assist the Radiological Assessment Manager (RAM) in determining Protective Actions using:

- ☐ Enclosure 6.2, Catawba Offsite Protective Actions
- ☐ Enclosure 6.3, McGuire Offsite Protective Actions
- ☐ Enclosure 6.4, Oconee Offsite Protective Actions

_____ Provide Prognosis for ENF Line 7 to Offsite Agency Communicators. {1}

INITIALS _____ PRINTED NAME _____

NOTE: The Affected Unit on Line 8 is tied to the EAL on Line 4. Examples may not be all inclusive of events that may affect all units.

_____ Provide Affected Unit(s) for ENF Line 8 to Offsite Agency Communicators:

- Evaluate the following for classification for both units (CNS and MNS) or all three units (ONS).
    - Security event
    - Seismic event
    - Tornado on site
    - Hurricane force winds on site
    - Loss of both switch yards
    - Fire in SSF
    - Fire affecting shared safety related equipment.
- **IF** event only affects one (1) unit **OR** one unit has a higher classification, **THEN** check appropriate unit.

_____ Provide Unit Status for ENF Line 8 to Offsite Agency Communicators.

_____ **IF** an upgrade in classification occurs, **THEN** notify Offsite Agency Communicator.

_____ Coordinate the following functions:

- Accident Assessment Interface
- Operations Interface
- Reactor Physics (as needed)

_____ Prepare for EOF Briefings using Enclosure 6.23 (EOF Briefing Guideline).

_____ Assist TSC Emergency Coordinator as requested upon entry into Severe Accident Management Guidelines (SAMGs).

_____ Conduct turnover for on-coming shift, if needed.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Notify Accident Assessment Manager that position is staffed.

_____ Establish Position Log of activities sufficient enough to conduct turnover for on-coming shift.

_____ Ensure PCs are on and displaying affected station and unit plant status.

NOTE: Communications are established after the beep.

_____ Establish bridge line for Operations Loop for affected station:

- ☐ Catawba: 9-803-701-3994
- ☐ McGuire: 9-980-875-4500
- ☐ Oconee: 9-1-864-873-4908

_____ **IF** needed for McGuire, **THEN** establish communications link with Engineering Manager, 9-980-875-4954.

_____ **IF** Oconee event, **THEN** establish communications with Operations Interface, 9-1-864-873-3696.

_____ Obtain copy of Classification of Emergency procedure for affected station.

- ☐ Catawba: RP/0/A/5000/001 and EAL Wallcharts
- ☐ McGuire: RP/0/A/5700/000 and EAL Wallcharts
- ☐ Oconee: RP/0/A/1000/001 and EAL Wallcharts

INITIALS _____ PRINTED NAME _____

_____ Obtain copy of Core Damage Assessment procedure for affected station.

- ☐ Catawba: RP/0/A/5000/015
- ☐ McGuire: RP/0/A/5700/019
- ☐ Oconee: RP/0/B/1000/018.

_____ Gather plant status information using Accident Assessment Initial Information Request Form on page 4 or 5 of this enclosure.

_____ **IF AT ANY TIME** General Emergency is declared, **THEN RECOMMEND IMMEDIATELY** to Accident Assessment Manager **AND** RAM protective actions using:

- ☐ Enclosure 6.2 - Catawba Offsite Protective Actions
- ☐ Enclosure 6.3 - McGuire Offsite Protective Actions
- ☐ Enclosure 6.4 - Oconee Offsite Protective Actions

_____ Perform the following steps as needed throughout event:

_____ **IF** condition warrants, **THEN** determine analysis of reactor core and containment conditions in regard to:

- Core sub-cooling
- Decay heat generation
- Heat removal capabilities (core and containment)
- Fission product release potential (core and containment).

_____ **IF** condition warrants, **THEN** provide:

- Estimates of core uncovery times
- Interpretations of reactor water level data.

_____ Monitor status of Emergency Operations Procedures (EOPs) and discuss with Accident Assessment Manager.

_____ Confer with Radiological Assessment group in EOF.

_____ Consult with Operations Interface on anticipated course of events.

_____ Confer with Accident Assessment Manager on the following:

- Anticipated course of events
- Diagnosis of the accident and mitigation strategies
- Analysis of core and containment
- Core damage and fission product release potential
- Background information of system design
- Emergency classifications.

_____Support Engineering Manager in TSC in accident and mitigation strategies.

_____Assist TSC as an evaluator upon entry into Severe Accident Management Guidelines (SAMG) (as requested).

_____**IF** SAMGs are entered, **THEN** update SAMG status board.

_____**IF** McGuire has entered SAMG, **THEN REFER TO** Enclosure 6.19 (Establishing Communications Links between McGuire SAMG Evaluators).

_____ Conduct turnover for on-coming shift, if needed.

_____Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

Catawba or McGuire Initial Information Request

Initial Information Request	Results
Emergency Classification Status	
EAL Declaration Chronology	
Protective Actions Status	
Reactor/Turbine Status	
Power Level	
Time of Trip & On What Signal	
Any Abnormal Response	
NC Pump Status	
Core Cooling Status (subcooled margin/ RVLIS/natural circulation)	
Orange or Red CSFs Alarms Received	
Safety Injection	
When Actuated & on What Signal	
NV, NI, ND, Ice Condenser Status	
Feedwater	
CF and CA Status	
Main Steam	
Isolation Status	
SMSV, SM PORV, SB Status	
Electric Power	
600V, 4160V, D/G Status	
Containment	
Isolation Status	
NS and VX Status	
Security/Fire/Flooding/HAZMAT/Other Hazards	
Plant Conditions Status	
Off-site Releases	
Status	

Oconee Initial Information Request

Initial Information Request	Results
Emergency Classification Status	
EAL Declaration Chronology	
Protective Actions Status	
Reactor/Turbine Status	
Power Level	
Time of Trip & On What Signal	
Any Abnormal Response	
Reactor Coolant Pump Status	
Core Cooling Status (subcooled margin/ RVLIS/natural circulation)	
Safety Injection	
When Actuated & on What Signal	
HPI, LPI Status	
Feedwater	
Feedwater and Emergency Feedwater Status	
Main Steam	
Isolation Status	
MSSV Status	
Electric Power	
600V, 4160V, Keowee, Lee Status	
Containment	
Isolation Status	
RBS, RBCU Status	
Security/Fire/Flooding/HAZMAT/Other Hazards	
Plant Conditions Status (Keowee Hydro Dam status)	
Off-site Releases	
Status	

INITIAL

NOTE:	This enclosure does not apply to Oconee.

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Perform following steps, as needed, throughout event:

_____ Provide communications interface between Accident Assessment Group and TSC Operations Group.

_____ Advise Accident Assessment Group on the following:

- Emergency Operations Procedures (EOPs)
- Diagnosis of accident and mitigation strategies
- Emergency classification.

_____ Advise TSC of anticipated course of events.

_____ Conduct turnover for on-coming shift, if needed.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIALS _____ PRINTED NAME _____

INITIAL

NOTE:	Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Set up WebEOC content for display.

- ☐ Click on Sign In board.
- ☐ Drag Sign In board to right monitor **AND** maximize.
- ☐ Click Offsite Notifications.
  - ☐ Drag Offsite Notifications to the left screen AND maximize

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ (MNS and CNS only) Obtain Emergency Planner wireless phone and headset from Emergency Planner Desk area and access EP bridge line, 9-803-701-4010.

_____ Secure EOF videoconferencing door by locking to the exterior hallway from the inside. Return to the EOF using the EOF hallway door

NOTE:	Have on hand all emergency notification forms (ENFs) transmitted to state and local agencies up to this time. Be prepared to answer questions concerning information on the ENFs as well as any other information requested by ECOC Director when called back.

_____ Contact the Incident Support Team (IST) Advisor by email at ISTAdvisors@duke-energy.com **OR** by phoning the Enterprise Security Console at 2-8851 or 9-1-800-943-7584, ask them to contact the IST Advisor about the EOF activation, and provide your call back number.{IER L1-13-10}{77}

NOTE:	Personnel without badge access will need to be escorted into the EOF by the Assistant EOF Director, EOF Emergency Planner, EOF Services Manager, or their Mentor. [61]

_____ Support EOF Director with the following:

_____ Document Onsite Protective Measures in WebEOC.

_____ Provide escorted access to EOF for personnel without badge access. [61]

_____ Document names of personnel escorted in EOF Facility log.

_____ Complete EOF Director Checklist items as requested.

_____ Clarify Emergency Plan and Emergency Plan Implementing Procedure information.

_____ Interface with federal, state and local agencies.

_____Assist Off-Site Agency Communicators in preparation of emergency notifications.

_____Assist Log Recorder in the Controller Review disposition of External to Nuclear Log Entries.

INITIALS _____ PRINTED NAME _____

_____ **IF** a security event at MNS requires assembling MNS TSC/OSC ERO at EOF, **THEN** complete "MNS Security Event, TSC/OSC Assembled at EOF Checklist," page 12 of 14 of this enclosure.

_____ **IF** a Beyond Design Basis External Event (BDBEE) or Extended Loss of Offsite AC Power (ELAP) event at MNS requires assembling TSC/OSC ERO at the EOF, **THEN** complete "MNS BDBEE/ELAP, TSC/OSC Assembled at EOF Checklist," page 12 of 14 of this enclosure. {76}

_____ **IF** a security event at CNS requires assembling the duty CNS TSC ERO at the EOF, **THEN** complete "CNS Security Event, TSC ERO Assembled at EOF Checklist," page 13 of 14 of this enclosure.

NOTE: 1. EOF Duty Roster is available on DAE using Nuclear Generation Duty Roster application. EOF information is under General Office location.

2. Consider hours previously worked prior to ERO activation in determining shift turnover schedules for 24-hour staffing.

_____ Complete 24-Hour Staffing Log for each EOF position, pages 5 through 10 of this enclosure.

_____ Close out WebEOC Sign In Board

_____ Ensure that 24-hour staffing plans are established and maintained for all EOF positions for the duration of the entire emergency. {IER L1-13-10}

_____ **IF** EPZ roadblocks have been established, **THEN** prepare for emergency worker re-entry using page 14 of this enclosure.

_____ Verify Public Affairs personnel have considered 24-hour staffing by calling the JIC Admin. Manager at 2-0548.

_____ Record EOF Exercise/Drill/Event Duke Energy employee participation as follows:

- ☐ **IF** scheduled drill, **THEN** activate eRoster program and scan **OR** enter Duke Energy employee ID number and Submit E-roster at the conclusion of the drill.
- ☐ **IF** not a scheduled drill **OR** scanner-inoperable, **THEN** request participants sign Exercise/Drill/Event/Training Attendance Sheet. [61]

_____Request Duke Energy participants sign Drill and Event Participation Roster (AD-EP-ALL-0802, Conducting Drills and Exercises, Attachment 4, Drill and Event Participation Roster). [61]

_____ Conduct turnover for on-coming shift, if needed.

_____ Upon deactivation of the EOF, forward a copy of the Drill and Event Participation Roster (AD-EP-ALL-0802, Conducting Drills and Exercises, Attachment 4, Drill and Event Participation Roster) to each DEC site's Emergency Preparedness Manager.

_____ Upon deactivation of EOF, collect all completed paperwork and forward to appropriate Emergency Preparedness Manager.

_____ Upon deactivation of EOF, complete "EOF Post Event Checklist," page 11 of this enclosure.

EOF DIRECTOR AREA

24-HOUR POSITION EOF STAFFING LOG

Position	Primary		Relief	
	Name	*Shift Schedule	Name	*Shift Schedule
EOF Director				
Assistant EOF Director				
EOF Log Recorder				
EOF Emergency Planner				
Radiological Assessment Manager				
Accident Assessment Manager				

* List hours of coverage: i.e., 0800-2000, or 8am -8pm.

DOSE ASSESSMENT AREA

24-HOUR POSITION EOF STAFFING LOG

	Primary		Relief	
Position	**Name**	***Shift Schedule**	**Name**	***Shift Schedule**
EOF Dose Assessor				
EOF Dose Assessor				
EOF Dose Assessor				
EOF Dose Assessor (HPN)				
Field Monitoring Coordinator				
Radio Operator				

* List hours of coverage: i.e., 0800-2000, or 8am -8pm.

ACCIDENT ASSESSMENT AREA

24-HOUR POSITION EOF STAFFING LOG

	Primary		Relief	
Position	**Name**	***Shift Schedule**	**Name**	***Shift Schedule**
Accident Assessment Interface				
Operations Interface (MNS and CNS only)				

* List hours of coverage: i.e., 0800-2000, or 8am -8pm.

OFFSITE AGENCY COMMUNICATOR

24-HOUR POSITION EOF STAFFING LOG

	Primary		Relief	
Position	**Name**	***Shift Schedule**	**Name**	***Shift Schedule**
Lead EOF Off-Site Agency Communicator				
EOF Off-Site Agency Communicator				
EOF Off-Site Agency Communicator				

* List hours of coverage: i.e., 0800-2000, or 8am -8pm.

EOF SERVICES AREA

24-HOUR POSITION EOF STAFFING LOG

	Primary		Relief	
Position	**Name**	***Shift Schedule**	**Name**	***Shift Schedule**
EOF Services Manager				
EOF Services Admin/Commissary				
EOF Data Coordinator				

* List hours of coverage: i.e., 0800-2000, or 8am -8pm.

Name (Please Print)	Representing Agency

EOF FACILITY POST EVENT CHECKLIST

_____ Obtain copy of TSC/EOF Log Printout.

____ Retrieve:
- Completed Procedures
- Notes
- Log Sheets

_____ Turn off video wall board using Supervisor XPanel (System power-OFF).

NOTE: EOF Services completes Attachments 5 and 6 from procedure TE-EP-ALL-0407.

_____ Complete applicable enclosures of TE-EP-ALL-0407 to replenish procedure inventories
_____ Clean tables off
_____ Put all trash in containers
_____ Erase status boards
_____ Verify all multifunction machines have paper supply replenished
_____ Verify cordless phones are left in cradles to be charged.

Replenish Position Specific Notebooks (1 copy of procedure body and minimum 3 copies of applicable enclosures, checklists and log sheets):

_____ EOF Director (also include minimum 3 copies each of Enclosure 6.2, 6.3 and 6.4)
_____ Radiological Assessment Manager (also include minimum 3 copies each of Enclosures 6.2, 6.3, and 6.4).
_____ EOF Dose Assessor
_____ Field Monitoring Coordinator
_____ Radio Operator
_____ EOF Offsite Agency Communicator (also include 1 copy of AD-EP-ALL-0102)
_____ Accident Assessment Manager (also include minimum 3 copies each of Enclosures 6.2, 6.3, and 6.4).
_____ Accident Assessment Interface
_____ EOF Operations Interface
_____ EOF Emergency Planner
_____ EOF Log Recorder (also include 1 copy of AD-EP-ALL-0102)
_____ EOF Data Coordinator
_____ EOF Services Manager

MNS SECURITY EVENT, TSC/OSC ASSEMBLED AT EOF CHECKLIST

_____Notify Energy Center Building Security, 2-1234, that TSC/OSC offsite responders are assembling at EOF. [61]

_____Request that TSC/OSC responders assemble in EOF videoconferencing room.

_____Coordinate selection of first response team that will activate TSC/OSC when Security Event is terminated.

_____Move first response team into EOF work area to obtain plant status and recovery strategies.

_____**IF** needed, **THEN** obtain copies of RP/0/A/5700/012, Activation of the Technical Support Center, (TSC) and RP/0/A/5700/020, Activation of the Operations Support Center (OSC), from the McGuire procedure cabinet.

_____Determine 24-hour staffing for each TSC/OSC position.

_____**IF** EOF videoconferencing room is too crowded, **THEN** determine whether to send TSC/OSC relief members to Energy Center Cafeteria.

_____**WHEN** Security Event is terminated and onsite TSC/OSC is to be activated, **THEN** ensure that first response team to TSC/OSC is briefed prior to dispatch to site.

_____Send relief TSC/OSC members home, if possible, with their assigned relief time.

MNS BDBEE/ELAP EVENT, TSC/OSC ASSEMBLED AT EOF CHECKLIST {76}

_____Notify Energy Center Building Security at 2-1234 that TSC/OSC offsite responders are assembling at EOF.

_____Request that TSC/OSC responders assemble in EOF videoconferencing room.

_____Assist TSC Emergency Planner in establishing priorities for transport of MNS ERO personnel to the site.

_____Assist TSC Emergency Planner in determining 24-hour staffing for each TSC/OSC and alternate TSC/OSC position.

_____**IF** needed, **THEN** obtain copies of RP/0/A/5700/012, Activation of the Technical Support Center, (TSC) and RP/0/A/5700/020, Activation of the Operations Support Center (OSC), from the McGuire procedure cabinet.

_____**IF** EOF videoconferencing room is too crowded, **THEN** determine whether to send TSC/OSC relief members to Energy Center Cafeteria.

CNS SECURITY EVENT, TSC ERO ASSEMBLED AT EOF CHECKLIST

_____Notify Energy Center Building Security, 2-1234, that CNS TSC duty responders are assembling at EOF. [61]

_____Have CNS TSC responders assemble in EOF videoconferencing room.

_____Obtain RP/0/A/5000/020 Enclosure 4.20 from CNS procedure cabinet and distribute to assembled TSC ERO.

_____**IF** CNS TSC Emergency Planner does not respond within 75 minutes of declaration, **THEN** assist Assistant TSC Emergency Coordinator with assigned tasks.

_____**WHEN** decision is made to access Catawba and staff the TSC and OSC, **THEN** ensure choice of facility (normal or alternate) TSC and OSC is known prior to TSC staff departure.

EMERGENCY WORKER/SPECIAL EQUIPMENT RE-ENTRY AFTER ROAD BLOCKS ARE ESTABLISHED IN THE EPZ

NOTE: TSC Emergency Planner is to work with RP to determine if off going shift will need to leave their personnel vehicles onsite and leave in the relief bus.

1.1 **IF** roadblocks are in place in 10 mile EPZ **AND** affected site's Emergency Planner has asked the EOF to prepare for emergency worker re-entry for on site relief, **THEN** perform the following:

1.2 Request EOF Services Manager obtain bus(es) to be used for re-entry of relief workers.

1.3 Coordinate with TSC Emergency Planner to verify re-entry path to be used, working with Field Monitoring Coordinator and Radiological Assessment Manager to ensure the path selected avoids the plume foot print.

1.4 Coordinate with State representative at EOF to contact re-entry county EOC to obtain Highway Patrol escorts for bus.

1.5 Ensure State representative requests county EOC to notify roadblock selected for re-entry with Estimated Time of Arrival for the bus(es) with Highway Patrol escort.

2.0 **IF** roadblocks are **NOT** established, **THEN** inform TSC Emergency Planner access will be normal.

3.1 **IF** roadblocks are in place when special equipment is to be brought to plant, **THEN** use process in step 1.0 for equipment to pass through roadblock.

NOTE: Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

INITIAL

____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

____ Don position badge

____ Log in to PC

____ Start Up main video wall

- ☐ Double-click Supervisor XPanel on desktop
- ☐ Click Duke Energy Logo
- ☐ Click System Power
- ☐ Click Power On
- ☐ Click Wall Presets
- ☐ Click Center Preset 1

____ Log in to WebEOC

____ Sign in on Sign In board

____ Refer to AD-EP-ALL-0102, for WebEOC Logging instructions.

____ Set up WebEOC content for display.

- ☐ Click on SITE PAR EPZ and open the file
- ☐ Drag SITE PAR EPZ to right monitor **AND** maximize.
  - ☐ Under **Slide Show** tab, Click dropdown beside "Show On" and select "Monitor 1 Generic PnP Monitor"
  - ☐ Select "From Beginning" to place document in slideshow view
- ☐ Click Significant Events Log.
  - ☐ Drag significant Events Log to the left monitor and maximize

NOTE:
- This is a template for initial set up of the video knowledge wall.
- Views may be changed at the EOF Director's discretion.
- Remove EOF Sign-in after full staffing is met.

Site 1 (Main Video Wall):

<table>
<tr><td rowspan="3">ENF</td><td>SDS</td><td rowspan="3">Significant Events Log</td><td>PARs</td></tr>
<tr><td>Fission Product Barrier Matrix</td><td rowspan="2">Offsite Notification Status</td></tr>
<tr><td>Sign In Board</td></tr>
</table>

_____ Make ticker for Classification

- ☐ Log in to Sidebar
- ☐ Click on Perspectives
- ☐ Double-Click Center_Preset_1 (Enlarge as necessary but do **NOT** maximize)
- ☐ Go back to Sidebar and Click on Decorators
- ☐ Drag appropriate Site and Classification to Significant Events Log screen on the Center_Preset_1 window

_____ Make ticker for Next Time Out

- ☐ Log in to Sidebar
- ☐ Click on Perspectives
- ☐ Double-Click Center_Preset_1 (Enlarge as necessary but do **NOT** maximize)
- ☐ Click on Decorators
- ☐ Drag Next Time Out to Significant Events Log screen on Center_Preset_1 window (screen will show large gap between tickers; do **NOT** close gap)
- ☐ Right-Click Next Time Out and select Properties
- ☐ Click on Text tab in Properties
- ☐ Highlight time (time only)and enter time for Next Time Out
- ☐ Click Apply
- ☐ Click OK

_____ **IF** classification changes, **THEN** update tickers for Classification and Next Time Out

- ☐ Right-Click Site and Classification ticker on Center_Preset_1 screen and delete ticker
- ☐ Drag new Site and Classification to Significant Events Log screen on the Center_Preset_1 window

_____ Update ticker for Next Time Out as requested by EOF Director

- ☐ Right-Click Next Time Out and select Properties
- ☐ Click on Text tab in Properties
- ☐ Highlight time (time only)and enter time for Next Time Out
- ☐ Click Apply
- ☐ Click OK

NOTE:	These steps would be performed by additional Log Recorders for Site 2 or Site 3.

____ **IF** needed, **THEN** set up display for Site 2 or Site 3

- ☐ Log in to PC
- ☐ Click Supervisor XPanel on desktop
- ☐ Click Duke Energy Logo
- ☐ Click System Power
- ☐ Click Power On
- ☐ Click Wall Presets
- ☐ Click Right Preset 1 (Site 2) **OR** Left Preset 1 (Site 3)

ENF	SDS
	Significant Events Log

_____ Log in to WebEOC

_____ Sign in on Sign In board

_____ Refer to AD-EP-ALL-0102, for WebEOC Logging instructions.

____ Set up WebEOC content for display.

- ☐ Click Significant Events Log
- ☐ Drag to right screen and maximize

____ Make ticker for Classification

- ☐ Log in to Sidebar
- ☐ Click Perspectives
- ☐ Double-Click Right_Preset_1 (Site 2) **OR** Left_Preset_1 (Site 3) (Enlarge as necessary but do **NOT** maximize)
- ☐ Go back to Sidebar and Click on Decorators
- ☐ Drag appropriate Site and Classification to EN Form screen on the Right_Preset_1 (Site 2) **OR** Left_Preset_1 (Site 3) window

_____ Make ticker for Next Time Out

- ☐ Log in to Sidebar
- ☐ Click on Perspectives
- ☐ Double-Click Right_Preset_1 (Site 2) **OR** Left_Preset_1 (Site 3) (Enlarge as necessary but do **NOT** maximize)
- ☐ Click on Decorators
- ☐ Drag Next Time Out to EN Form screen on Right_Preset_1 (Site 2) **OR** Left_Preset_1 (Site 3) window (screen will show large gap between tickers; do **NOT** close gap)

- ☐ Right-Click Next Time Out and select Properties
- ☐ Click on Text tab in Properties
- ☐ Highlight time (time only) and enter time for Next Time Out
- ☐ Click Apply
- ☐ Click OK

_____ **IF** classification changes, **THEN** update tickers for Classification and Next Time Out

- ☐ Right-Click Site and Classification ticker on Right_Preset_1 (Site 2) **OR** Left_Preset_1 (Site 3) screen and delete ticker
- ☐ Drag new Site and Classification to Significant Events Log screen on the Right_Preset_1 (Site 2) **OR** Left_Preset_1 (Site 3)window

_____ Update ticker for Next Time Out as requested by EOF Director

- ☐ Right-Click Next Time Out and select Properties
- ☐ Click on Text tab in Properties
- ☐ Highlight time (time only) and enter time for Next Time Out
- ☐ Click Apply
- ☐ Click OK

INITIALS _____ PRINTED NAME _____

NOTE:
1. Incorrect log entries may be corrected by making the needed correction for the specific entry and flagging it as a "corrected item".
2. The EOF Log Recorder should enter EOF specific information and other information as directed by the EOF Director or Assistant EOF Director.
3. Log activities must be detailed enough to "tell the story" if necessary to reconstruct events for the NRC and to have an effective turnover to EOF staff.

_____ Establish official log of all significant EOF activities and EOF Director decisions using WebEOC computer program sufficient to conduct turnover for the on-coming shift. {IER 13-10 Rec. 11.a}

_____Log entries should include, but are not limited to, the following examples:

- EOF Director and any change in EOF Director (staffing)
- Time of EOF activation
- Emergency classification, changes in classification, time of declaration
- Protective Action Recommendations
- Approval/transmittal of Emergency Notification Forms
- Approval/distribution of News Releases
- Plant Conditions (Unit 1, 2, and 3):

- Core Cooling information (i.e., Time To Boiling, etc.)
- Safety Systems Degraded
- Power Supply Status
- Fission Product Barrier Degradation
- Radiation Releases
- Procedures in effect and any transition to another procedure
- Actions taken that are not part of an approved procedure
- Any abnormal or unexpected plant response
- Major equipment manipulations
- Major mitigation actions taken
- Site assembly, relocation, or evacuation of all or any part of the plant
- Personnel Injuries
- Facility priorities
- Recovery Action(s) in Progress
- Summary of facilities briefings
- Expected time of next Time-Out
- Any parameter that shows how drill/event is managed (ex. releases, time, communication)

____ **IF** WebEOC computer program is not available, **THEN** establish manual log of all significant EOF activities and EOF Director decisions.

_____ Perform Controller Review disposition of External to Nuclear Log Entries by clicking on Controller Review

_____ **IF** "External to Nuclear" column is highlighted in yellow **AND** text says "Not Reviewed," **THEN** consult with EOF Director to determine whether entry should be released externally.

_____ **IF** entry is to be released, **THEN** perform the following:

- ☐ Select "Update" beside log entry.
- ☐ Select drop-down arrow next to "External to Nuclear"
- ☐ Select "Posted"
- ☐ Select Save

_____ **IF** entry is **NOT** to be released, **THEN** perform the following:

- ☐ Select "Update" beside log entry.
- ☐ Select drop-down arrow next to "External to Nuclear"
- ☐ Select "Reviewed"
- ☐ Select Save

____ **IF** requested by EOF Director, **THEN** prepare sequence of events list and revise it as necessary.

____ Maintain EOF Director's Area displays and status boards as directed or needed.

____ Record established priorities on EOF status board as requested by EOF Director.

EOF Log Recorder Checklist

_____ Conduct turnover for on-coming shift, if needed.

_____ Remove ticker for classification/next time-out.

- ☐ Log in to Side Bar
- ☐ Click on Perspectives
- ☐ Double-Click Center_Preset_1
- ☐ Right click the classification and click delete
- ☐ Right click the Next Time Out and click delete

_____ Shut Down main video wall

- ☐ Double-click Supervisor XPanel on desktop
- ☐ Click Duke Energy Logo
- ☐ Click System Power
- ☐ Click Power Off

_____ Print copy of Incident Event Log.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

NOTE: Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

INITIAL

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Verify EOF computer hardware, software, and data display equipment is operational per AD-EP-NGO-0403, Common EOF Data Coordinator Equipment Startup and Troubleshooting.

_____ Obtain Wireless Guest IDs and Passwords for use by offsite agency and NRC responders. Refer to AD-EP-NGO-0403, Common EOF Data Coordinator Equipment Startup and Troubleshooting, Attachment 1, External Internet Connections.

_____ Provide computer support as required:

- Software and hardware applications support
- Data acquisition support
- Communication with TSC Data Coordinator

_____ Conduct turnover for on-coming shift, if needed.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

INITIALS _____ PRINTED NAME _____

NOTE: Steps in this checklist may be performed in any order appropriate to the specific event conditions or they may be omitted if not applicable.

INITIAL

_____ **IF** reporting to EOF outside your normal work hours, **THEN** complete a Fitness for Duty Questionnaire.

_____ Don position badge.

_____ Log in to PC.

_____ Log in to WebEOC.

_____ Sign in on Sign In board.

_____ Establish Position Log of activities sufficient to conduct turnover for on-coming shift.

_____ Obtain contact information for Global Risk Management and Insurance duty person to provide to American Nuclear Insurers (ANI).

_____ Obtain copy of most recent Emergency Notification Form.

_____ Notify ANI at 9-1-877-680-2644 within 120 minutes of an Alert or higher event declaration and provide answers to the following:

- What is your name (please spell your last name)?
- What is the telephone number for immediate callback?
- What is the name of your facility?
- What is the name of your organization?
- What is the date and time of the event?
- What is the extent of damage?
- Briefly describe the nature of the event that you are reporting.
- Please provide contact person information (including the contact person's direct telephone number(s) and their position within the organization) for ANI follow-up.

_____ Document ANI notification in Position Log, including time and summary of information provided.

INITIALS _____ PRINTED NAME _____

_____ Activate the EOF Services Function by establishing duty function contacts for EOF service areas and post in EOF Service area:

- Administration/Commissary [SR/0/A/2000/003, Enclosure 6.11, EOF Services Administration/Commissary Checklist]
- Communications (24-hour number is 2-1961) [AD-EP-ALL-0107, Emergency Operations Facility (EOF) Services, Section 4.1 and Step 5.1]
- Transportation Services [AD-EP-ALL-0107, Emergency Operations Facility (EOF) Services, Section 4.2 and Step 5.2]
- Global Risk Management and Insurance [AD-EP-ALL-0107, Emergency Operations Facility (EOF) Services, Section 4.3]
- Procurement [AD-EP-ALL-0107, Emergency Operations Facility (EOF) Services, Section 4.4 and Step 5.3]

_____ Provide general administrative support and office supplies.

_____ Ensure office equipment is functioning properly.

NOTE: Personnel without badge access will need to be escorted into the EOF by the Assistant EOF Director, EOF Emergency Planner, EOF Services Manager, or their Mentor. [61]

_____ **IF** needed, **THEN** provide escorted access to EOF for personnel without badge access, and document names of personnel escorted in log.

_____ Provide food and beverages to meet nutritional needs.

_____ Provide facilities to meet personal needs (dining facilities, toilets, trash receptacles and disposal) as required.

NOTE:
1. The INPO phone number may be obtained from the Consolidated Emergency Phone Directory for the Emergency Operations Facility (EOF).
2. The INPO Emergency Resources Manual provides a list of contacts at each US commercial nuclear power site, and an emergency equipment list. The INPO Emergency Resources Manual can be found on the INPO Website or the bookcase in the EOF Director's Area.

_____ **IF** needed, **THEN** perform the following:

- Request Communications to troubleshoot and repair telephone systems, mobile radios and cell phones.
- Request Transportation Services or others arrange for necessary equipment for movement of materials and personnel.
- Request Transportation Services or others to arrange necessary equipment and personnel for debris removal in order to access the DEC nuclear sites. {IER L1-11-14}
- Obtain accommodations for personnel.

- Request Global Risk Management and Insurance serve as liaison between Duke Energy and insurance companies in gathering data and establishing claims offices to disburse emergency assistance funds to evacuees.
- Request Procurement coordinate all activities related to the purchase of materials, equipment and services from outside supplies including arranging for transportation and receiving as required.
- Contact INPO for additional resources (human resources, emergency equipment, technical expertise). {75}{IER L1-13-10}
- **IF** a Beyond Design Basis External Event (BDBEE)/Extended Loss of Offsite AC Power (ELAP) event at MNS, **THEN** request Transportation Services implement the MNS BDBEE/ELAP ERO Transportation Plan insert to the Fleet Storm EOF Manual. {76}

_____ **IF** 24-hour staffing is required, **THEN** perform the following:
- Notify additional personnel and arrange schedule for continuous support.
- Conduct turnover for on-coming shift.

_____ Ensure that all trash and left over food products are properly contained and arrange for disposal.

_____ Notify Facility Services to clean the EOF following deactivation.

_____ Obtain Procedure TE-EP-ALL-0407, Verification of Emergency Operations Facility Communication Equipment Operation and Equipment/Supply Inventory, Attachments 5 and 6, and complete checklists.

_____ Provide all completed paperwork to Emergency Preparedness upon deactivation of EOF.

_____ Notify duty functions contacts advising that the drill/event has been terminated.

_____ **IF** needed, **THEN** perform the following:
- Request Communications secure radio base stations.
- Request Communications return portable communications equipment to storage locations.
- Request Procurement transfer information on outstanding requisitions to normal procurement contacts.
- Request Transportation Services return relocated equipment to original location.
- Request Transportation Services provide transportation home for ERO personnel.
- Notify ANI of change in drill/event status.

ESTABLISHING COMMUNICATIONS LINKS BETWEEN MCGUIRE SAMG EVALUATORS

INITIAL

NOTE:	Operations Procedure Support in the TSC will serve as the lead SAMG evaluator and will be assisted by Reactor Engineer and Systems Engineer in the TSC, as well as Accident Assessment Interface in the EOF. OPS Procedure Support is expected to **direct** the other evaluators in what they should be looking at strategically, plus ensure that SAEG-1 is completed appropriately as directed by the guidelines.

_____ **ESTABLISH** communications links between the SAMG evaluators (TSC OPS Procedure Support, TSC Reactor Engineer, TSC System Engineering Manager, and EOF Accident Assessment Interface) by dialing RP spare bridge 9-980-875-4833 (6-party bridge line).

_____ **EVALUATE** using an alternate bridge line listed below if for some reason the RP spare bridge is unavailable or if other communications links are desired or needed. Dial the number listed as desired to determine if that bridge is currently being used. If the desired bridge line is not being used, then the appropriate parties may dial in to use it.

EP Controller bridge (12 - party) 9-980-875-4575
McGuire site bridge (6 - party) 9-980-875-3030
McGuire site bridge (6 - party) 9-980-875-3200

INITIALS _____ PRINTED NAME _____

1. Recovery Guidelines

The Recovery Manager shall be responsible for the following:

☐ 1.1 Initiate RP/0/B/1000/027, Reentry Recovery Procedure.

☐ 1.2 Announce as follows:

"Agreement has been reached between Duke Energy, the State of South Carolina and the NRC that the General Emergency classification is terminated. Recovery Operations are being initiated at the site. Actions are underway to determine when people who have been evacuated from their homes can return. As this information is made available, it will be released to the public."

NOTE:	The offsite recovery organization will stay at the EOF and work with the counties and state if radiological Conditions exist beyond the ONS site boundary. The onsite recovery organization will be established by the Emergency Coordinator.

☐ 1.3 Establish Recovery Organization to handle offsite consequences.

☐ 1.4 Make the following assignments:

Recovery Manager _____

Radiological Assessment Manager _____

Field Monitoring Coordinator _____

Emergency Preparedness Manager _____

EOF Services Manager _____

☐ 1.5 Ensure staffing for long-term operation.

NOTE:	Once recovery has been determined, the emergency notification message forms are no longer used.

☐ 1.6 Confer with SEMD (State Emergency Management Director) regarding work in progress at EOF and determine communication channels and notifications expected.

INITIALS _____ PRINTED NAME _____

☐ 1.7 Consult with each manager regarding activities in progress.

☐ 1.7.1 Radiological Assessment Responsibilities

- Provide ingestion pathway dose assessments
- Provide ongoing communications with DHEC Nuclear Emergency Preparedness
- Evaluate environmental concentrations within the radiological footprint
- Provide technical assistance to Joint Information Center
- Help plan for reactor building purge as needed

☐ 1.7.2 Emergency Preparedness Responsibilities

- Communications to the State and County Management Directors

☐ 1.7.3. EOF Services Manager Responsibilities

- Ensure ANI (insurance) is set up for public inquiry
- Provide services as required

☐ 1.7.4. Joint Information Center Responsibilities

- Providing news releases
- Work with media/public to reduce rumors
- Monitoring information being released by news media

☐ 1.8 Maintain Emergency Operations Facility activated and staffed until consensus is reached by Duke Energy and State of South Carolina there is no basis for continuous staffing.

☐ 1.8.1 Record time and date that Emergency Operations Facility/Joint Information Center were closed.

A. EOF/JIC Closed _____
Time/Date

Enclosure Deleted

_____ **IF** conditions **DO NOT** allow for a controlled relocation of the facility, **THEN** perform immediate actions to protect personnel.

A. Notify personnel to re-assemble
- Mint Street Parking Deck (Primary)
- Firebird Statue in front of Bechtler Museum (Alternate)

B. Notify the TSC Emergency Coordinator of actions taken
- Catawba 803-701-5870
- McGuire 980-875-4950
- Oconee 864-873-3921

_____ **IF** conditions allow for a controlled relocation of the facility, **THEN** determine alternate EOF location:

☐ Catawba Event - McGuire Alternate TSC
☐ McGuire Event - Catawba Alternate TSC
☐ Oconee Event - Catawba Alternate TSC

_____ Request EOF Emergency Planner to obtain the following:

- 24-Hour Position EOF Staffing Log
- EOF Business Continuity Plan
- Catawba, McGuire, and Oconee Emergency Telephone Directories
- ERO Member Contact Information notebook

_____ Announce to EOF personnel to exit EOF and move to assembly area (Location designated by EOF Director) with all their procedures and paperwork.

- Mint Street Parking Deck (Primary)
- Firebird Statue in front of Bechtler Museum (Alternate)

_____ Consider the need to escort NRC and offsite agency personnel from EOF to alternate EOF.

_____ Turn over command and control of event to TSC Emergency Coordinator.

- Notify TSC Emergency Coordinator that EOF is evacuating due to (state reason)
  - Catawba 803-701-5870
  - McGuire 980-875-4950
  - Oconee 864-873-3921
- Provide TSC Emergency Coordinator current emergency classification and EAL number, current Protective Action Recommendations, and status of Emergency Notifications: Message number_____due at _____

_____ Request the EOF Emergency Planner call the TSC Emergency Planner to request he call the unaffected site's control room and make them aware of the EOF relocation.

NOTE: The following actions are taken after exiting the EOF.

_____ Request leads in each EOF functional area perform accountability of EOF personnel using 24 hour EOF Position Staffing Log.

_____ Consult with Enterprise Security console personnel at 704-382-1234 to determine expected duration of EOF evacuation.

_____ **IF** expected duration of evacuation is greater than 2 hours or unknown, **THEN** perform the following:

- Direct EOF Personnel to report to the Alternate EOF Location
  - Catawba Alternate TSC

    Catawba Nuclear Station Administration Building (Building 7720)
    4800 Concord Road
    York, SC 29745-9635
  - McGuire Alternate TSC

    McGuire Nuclear Station Administration Building (Building 7438)
    12700 Hagers Ferry Road
    Huntersville, NC 28078-9340
- Inform the TSC Emergency Coordinator that EOF is relocating to Alternate EOF Location
- Request TSC notify NRC of EOF relocation

_____ Direct EOF Emergency Planner to conduct actions required by EOF Business Continuity Plan.

_____ Return to Enclosure 6.1 of this procedure after reporting to Alternate EOF.

NOTE: Items listed here are suggested topics for routine update briefings (not all topics need be addressed at each briefing). Items actually selected should be based on existing or projected plant conditions and current priorities.

Attributes of Excellent Briefings	
• 5-10 minutes duration • Brief for status, not to solve problems • Crisp, focused and well controlled	• Speak to be heard (use PA if needed) • Repeat back required actions • **ALL** personnel are attentive

1. EOF Director (open and lead briefing)

- Pre-announce -- 5 minute warning brief is about to occur
- Start Briefing by stating "Attention in the EOF," observe participants to confirm they are ready
- Overview of emergency conditions
- Station priorities
- Offsite actions being taken
- NRC activities related to emergency

Notes:_____

2. Assistant EOF Director

- Facility staffing issues and status of additional support requested
- Facility operations expectations (noise levels, procedure use, log keeping, etc.)
- Status of offsite agency communications
- Status of relief shift

Notes:_____

3. Accident Assessment Manager

- Current Emergency Classification and EAL number/description
- Key parameters/potential paths for Emergency Classification Upgrade
- Reactor condition, core damage assessment.
- Review of key plant conditions (power level, shutdown, trends)
- Fission Product Barrier Status, trends, prognosis
- Core Cooling System Status
- Emergency/abnormal procedures entered or exited
- Severe accident guideline status
- Status of NRC Communications

Notes:_____

4. Radiological Assessment Manager

- Status of radiological release compared to EAL thresholds, dose projections, offsite radiological conditions, PARs.
- Meteorological conditions
- Field Monitoring Team reports
- Radiation Protection problem areas being worked and/or needing resolution
- Chemistry activities and results. (e.g. dose equivalent iodine, sample status)

Notes:_____

5. Emergency Planner

- **IF** a security event is in progress, **THEN** plant access restrictions, status of site security, offsite Local Law Enforcement Agencies assistance requested and/or provided
- **IF** a medical emergency response (MERT) is in progress, **THEN** number of victims, whether radiologically or chemically contaminated, offsite EMS response
- **IF** a fire response is in progress, **THEN** status of fire, offsite FD response
- Status of site assembly and site evacuation

Notes:_____

6. Offsite Agency Communicator

- Status of offsite agency communications and time next message due
- Status of INPO notification

Notes:_____

7. EOF Log Recorder

- Items of interest from TSC Log
- TSC Priorities

Notes:_____

8. Corporate Communications

- Status of news releases and press conferences
- Rumors being addressed
- Internal/External notifications made (Duke Energy leadership team, ECOC, JIC, state government)

Notes:_____

9. (IF present) Offsite Agencies

- Discuss status of offsite agency actions

10. EOF Director (close briefing)

- **IF** the NRC is present, **THEN** provide them with opportunity to contribute to brief
- Ask if any others need to report "Important information"
- Summarize priorities
- Ask if there are any questions
- State "END OF BRIEF"

Enclosure 6.24

Setup of Catawba Alternate EOF in McGuire Admin Bldg.

INITIAL

_____ **IF** SpectraLink phones with headsets can be obtained from McGuire TSC, **THEN** take them to alternate EOF location (Administration Building layout on Page 3 of 3 of this enclosure).

_____ Locate assigned Administration Building area shown on the layout drawing on Page 3 of 3 of this enclosure

NOTE:
1. Alternate TSC phone sets are stored in the CRX Equipment Room, Room 112.
2. The EOF Emergency Planner and EOF Data Coordinator can assist with phone and computer connections.
3. **IF** a computer is needed, **THEN** a computer that is not being used for another ERO function (e.g., Regulatory Compliance section, Business Management group, Human Resources group) may be used.
4. **IF** access to the CBX equipment Room, Room 112, is needed prior to the arrival of the EOF Emergency Planner, **THEN** a key to the door can be obtained from Security at the SAS.
5. Printer paths for McGuire Nuclear Station Administration Building Mail Room Printers are MNADM106 and MNADMDP1.

_____ Set up assigned location as follows:

_____ • Obtain phone equipment necessary to conduct ERO function at assigned location and connect to wall and ceiling outlets.

_____ • **IF** a computer is needed, **THEN** request help from EOF Data Coordinator.

_____ • **IF** necessary, **THEN** obtain copies of position procedure enclosure from procedure SR/0/B/2000/003, Activation of the EOF, located in Emergency Preparedness Procedures cabinet.

_____ • **IF** printing capability is needed, **THEN** setup printers using DAE Printer Selector Program.

INITIALS _____ PRINTED NAME _____

_____ • **IF** copies of plant procedures are required, **THEN** perform one of the following:

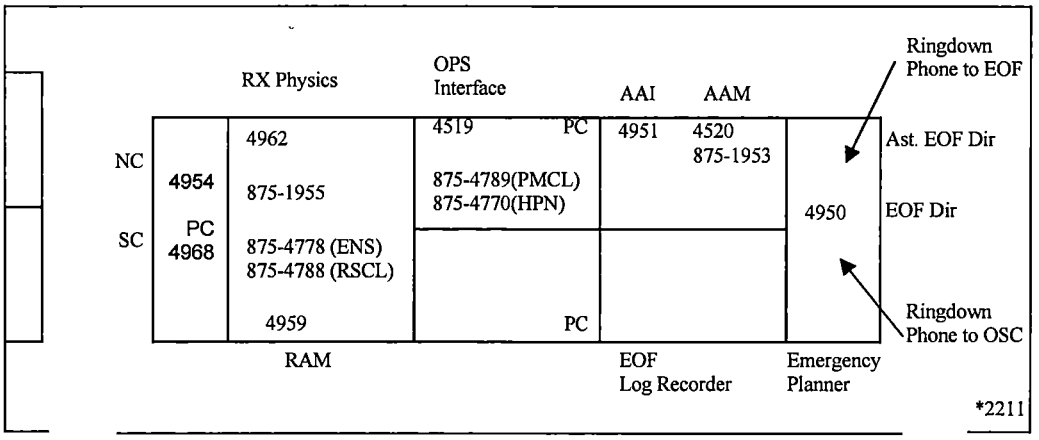
- For Emergency Plan Implementing Procedures (RPs, SHs, and SRs), make copy from Control Copy located in Emergency Preparedness Procedures cabinet.
- For all other procedures, print a copy from Fusion on DAE using McGuire Admin Building Mail Room printer MNADM106 or MNADMDP1.

_____ • Assume or continue ERO role according to procedure SR/0/B/2000/003, Activation of the EOF.

Enclosure 6.24

Setup of Catawba Alternate EOF in McGuire Admin Bldg.

(Executive Board Room 111, Admin. Building)



Other EOF Position Locations

- Others (EP Room 114) - *4458, *4977, *875-1951.
- Offsite Communicator (EP Room 115B -- *4970, *SSN 315, *Radio, *875-1951.
- Data Coordinator (CBX Equipment Room 112) -- *4999.
- Dose Assessor (SCR Room 100D) -- *4405.
- Offsite Monitoring (McGuire TSC) *4969, *4976
- Public Affairs (Rooms 118 and 141) -- *4400, *4402, *4233.
- NRC (NRC Office, Room 126) -- *875-1681.
- Other, use Jaguar Room as needed (Room 144, EOF Services Mgr.) -- *4826.

Office Equipment

- FAX (Mail Room, Room 116) -- *875-4506.
- FAX (EP Room 114) -- *875-4382.
- Copier (Mail Room, Room 116).
- Copier (SA Room 170).
- CBX (CBX Office in Admin. Building Lobby).

* Indicates existing phones. All others are to be plugged in when the Alternate TSC is activated.

Enclosure 6.25

Setup of McGuire or Oconee Alternate EOF in Catawba Admin Bldg.

INITIAL

IF SpectraLink phones with headsets can be obtained from Catawba TSC, **THEN** take them to _____alternate EOF location (Administration Building layout on Page 2 of 3 of this enclosure).

_____Locate assigned Administration Building area shown on the layout drawing on Page 2 of 3 of this enclosure.

NOTE:
1. The EOF Emergency Planner and EOF Data Coordinator can assist with computer connections.
2. **IF** a computer is needed, **THEN** a computer that is not being used for another ERO function (e.g., Regulatory Compliance section, Performance Improvement Team, Human Resources group) may be used.
3. Printer paths for Catawba Nuclear Station Administration Building Printers are CNSADM2 for Copier Room (Room 143) and CNADM127 for Room 127.

_____Set up assigned location as follows:

_____ • **IF** a computer is needed, **THEN** request help from EOF Data Coordinator.

_____ • **IF** necessary, **THEN** obtain copies of position procedure enclosure from procedure SR/0/B/2000/003, Activation of the EOF, located in Emergency Preparedness procedures cabinet.

_____ • **IF** printing capability is needed, **THEN** setup printers using DAE Printer Selector Program.

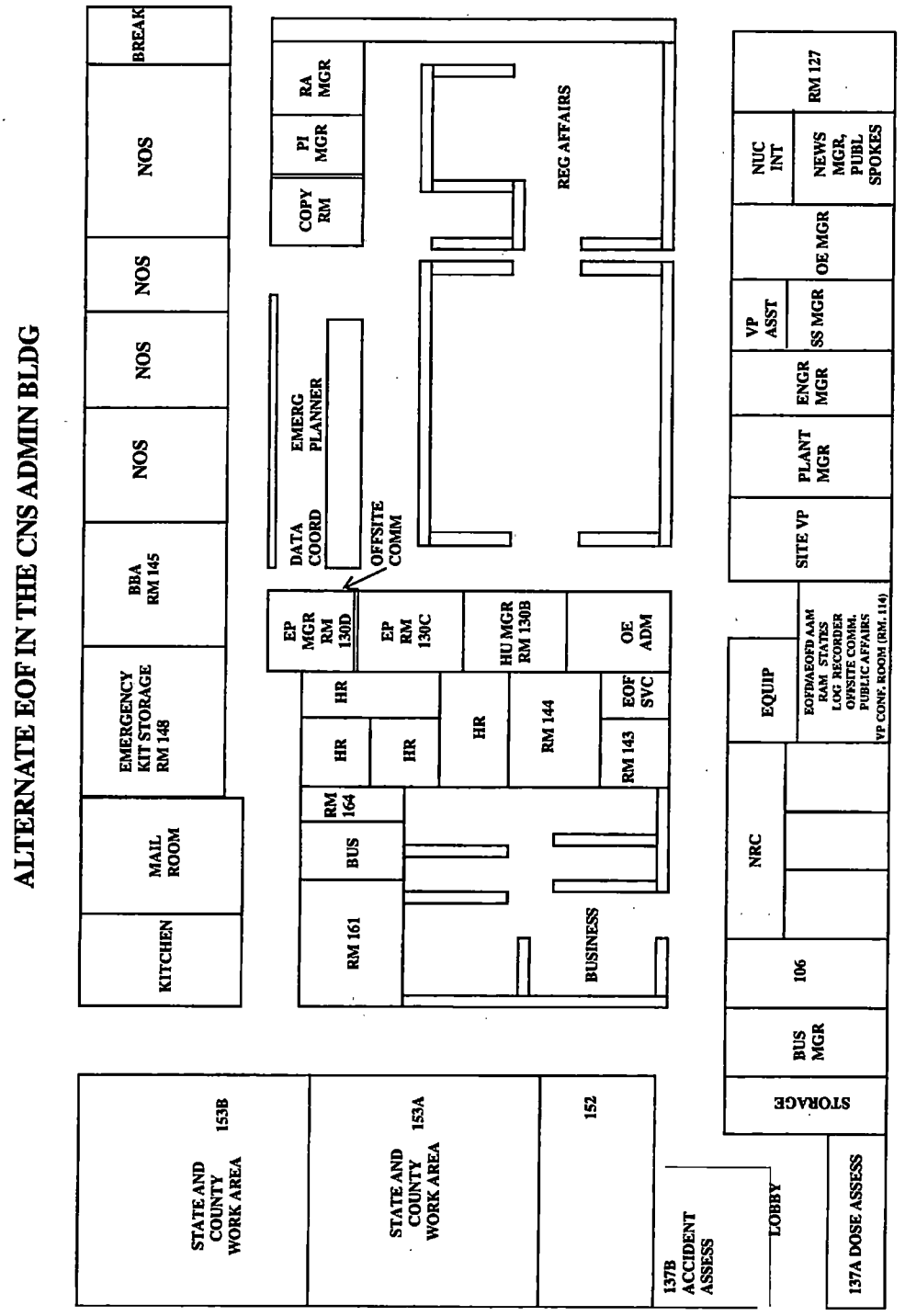
_____ • **IF** copies of plant procedures are required, **THEN** perform one of the following:

- For Emergency Plan Implementing Procedures (RPs, SHs, and SRs), make copy from Control Copy located in Emergency Preparedness Procedures cabinet.
- For all other procedures, print a copy from Fusion on DAE using Catawba Admin Building Mail Room printer CNSADM2.

_____ • Assume or continue ERO role according to procedure SR/0/B/2000/003, Activation of the EOF.

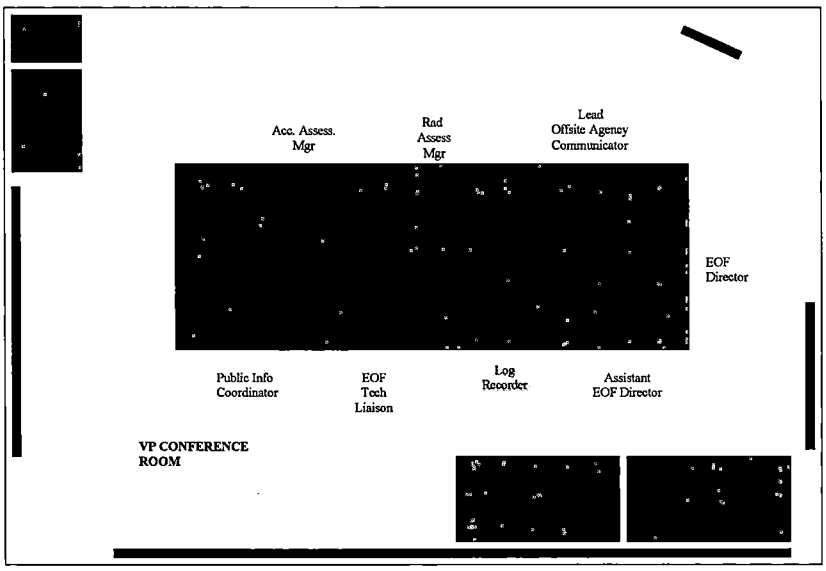
INITIALS _____ PRINTED NAME _____

Setup of McGuire or Oconee Alternate EOF in Catawba Admin Bldg.



Enclosure 6.25

Setup of McGuire or Oconee Alternate EOF in Catawba Admin Bldg.



EOF Functional Areas:

VP Conference Room – Command & Control Center (EOF Director, Accident Assessment Manager, Rad Assessment Manager, Lead Offsite Agency Communicator, EOF Log Recorder, EOF Emergency Planner EOF Tech Liaison, Public Information Coordinator, State EM Representatives)
EP Manager's Office – Offsite Communicators
EP Cubes – Data Coordinator
Touchdown Room 142 - EOF Services
PA Manager Office - News Manager, Public Spokesperson
Room 153 A/B - State and County Work Area
NRC Resident Inspector Offices - NRC Site Team
Room 137A - Dose Assessment
Room 137B - Accident Assessment
Catawba TSC (Not Shown) - Offsite Monitoring

A) Emergency Classification

Time Declared:_____am/pm (Current Class)

Unusual Event △ Alert

Site Area Emergency △ General Emergency

EAL Descriptor Text: _____

_____

_____

Provide a brief summary of the event and mitigating actions in progress: _____

_____

_____

_____

_____

_____

_____

_____

B) Fission Product Barrier Status

	Fuel	RCS	CTMT
Intact:	△	△	△
Potential Loss:	△	△	△
Lost:	△	△	△

C) Plant Conditions

Mode 1 - Power Operations_____%

Mode 2 - Startup

Mode 3 - Hot Standby

Mode 4 - Hot Shutdown

Mode 5 - Cold Shutdown

Mode 6 - Refueling

Time of shutdown:_____am/pm

Stable △ Improving

Unstable △ Deteriorating

Briefly describe equipment, instrument or other problems: _____

_____

_____

_____

_____

_____

_____

_____

_____

D) Radiological Release

None **or**

Imminent △ Controlled

In Progress △ Uncontrolled

Terminated Start Time:_ am/pm

Estimated Duration: _____

E) Onsite Protective Actions

None **or**

Site Assembly / Accountability

Local Area Evacuation

Protected Area Evacuated

Site Evacuated

Offsite Assembly

Emergency Exposures Authorized

Potassium Iodide Issued

F) Response Facilities Activated

None **or**

Technical Support Center

Operations Support Center

Emergency Operations Facility

Joint Information Center

G) Offsite Assistance Requested

None **or**

Medical _____ am/pm

Fire Department _____am/pm

Law Enforcement _____am/pm

H) Offsite Notifications

County △ INPO

State △ ANI

News Release

I) Protective Action Recommendations

None **or**

Evacuate: _____

Shelter: _____

J) Offsite Actions/Response

None issued, **or:**

Schools △ Recreation Areas

Other: _____

_____

_____

Evacuate: _____

Shelter: _____

Underway -- OR -- △ Completed

K) Additional Notes

_____
_____
_____
_____
_____
_____

NOTE: This briefing is intended to provide general information related to the event. More detailed information will be available from individual licensee counterparts.

Additional Discussion Items:

1. Personnel safety (as applicable)
   a. Personnel accountability requirements
   b. Radiation protection requirements
   c. Industrial safety requirements
   d. Protective equipment requirements
   e. Reporting emergency situation (e.g., fire/medical)
2. Emergency evacuation
   a. Location of exits
   b. Location of emergency assembly areas
3. Personal comfort
   a. Location of restrooms
   b. Location of water, beverages, and food
   c. Location of quiet area
4. Facility specific information
   a. Prohibited activities (e.g., use of cell phones, cameras, cordless phones, etc.)
   b. Facility telephones (how to call outside the facility, reserve phones, etc.)
   c. Telephone numbers (e.g., response facility phone directory/phone listing)
   d. Reference locations and access
   e. Making photo copies
   f. Sending/receiving facsimiles
   g. Logistical assistance/support

{1} PIP 0-M97-4210 NRC-1, NRC Commitments per H.B. Barron's 11/6/97 response to exercise weakness.

{2} Deleted

{3} PIP 2-C96-0273, Unit 1 LOOP 2/6/1996 [10 CFR 50.54(x)/(y)]

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{17} N/A

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{20} Deleted

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{22} Deleted

{23} PIP G-03-606, Final Rule, "Consideration of Potassium Iodide in Emergency Plans" (66 FR 5427)

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{35} PIP-M-05-3631, Failure to update the Emergency Plan in accordance with evaluation of NRC RIS 2004-13, "Consideration of Sheltering in Licensee's Range of Protective Action Recommendations" and 2004-13 Supplement 1.

{36} PIP-C-05-4854, Failure to update the Emergency Plan in accordance with evaluation of NRC RIS 2004-13, "Consideration of Sheltering in Licensee's Range of Protective Action Recommendations" and 2004-13 Supplement 1.

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{51} PIP M-09-4514, C.A. 19

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[61] PIP G-11-1177, DocuTracks NGO-2012-000122, Catawba, McGuire, and Oconee Emergency Plan Minimum Staffing License Amendment Request, approved 7/29/11

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{75} PIP G-13-1461, C.A. 19, IER L1-13-10, "Nuclear Accident at the Fukushima Daiichi Nuclear Power Station"

{76} PIP M-12-2339, C.A. 34, NRC Near Term Task Force (NTTF) Recommendation 9.3 EP Staffing - Fukushima Dai-Ichi Accident

{77} IER L1-13-10, "Nuclear Accident at the Fukushima Daiichi Nuclear Power Station"

{78} IER L1-11-14, "Near-Term Actions to Address the Effects of an Extended Loss of All AC Power in Response to the Fukushima Daiichi Event"

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