

SMUD - RANCHO SECO  
EMERGENCY PLAN PROCEDURE

AP 525

SECURITY

TABLE OF CONTENTS

	<u>Page No.</u>
1.0 PURPOSE. . . . .	2
2.0 RESPONSIBILITY . . . . .	2
3.0 INITIATING CONDITIONS. . . . .	3
4.0 PRECAUTIONS AND LIMITATIONS. . . . .	4
5.0 INSTRUCTIONS . . . . .	4
6.0 REFERENCES . . . . .	9
7.0 ATTACHMENTS. . . . .	9

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1.0 PURPOSE

- 1.1 To provide methods for controlling access to the emergency response facilities.
- 1.2 To provide a means for easy identification of personnel assigned to the Emergency Organization.
- 1.3 To provide methods for expediting access of offsite emergency personnel (i.e. NRC representatives, Vendor personnel, etc.) and emergency vehicles to the Rancho Seco site.
- 1.4 To provide a means for easy identification of Rancho Seco Emergency Response personnel by local law enforcement personnel such that passage will be allowed through designated roadblocks.

2.0 RESPONSIBILITY

- 2.1 The Emergency Coordinator is responsible for implementing this procedure and notifying the Security Watch Commander that this procedure is in effect.
- 2.2 The Security Watch Commander is responsible for insuring that only those personnel properly authorized access in accordance with this procedure and/or appropriate security directives are permitted onsite.
- 2.3 The Access Administration Coordinator is responsible for administering the temporary badging process at the EOF, for briefing personnel on routes to the site and special precautions to be observed.
- 2.4 The cognizant supervisor is responsible for authorizing and controlling access to the emergency facility he has authority over.
  - a. Control Room - Shift Supervisor
  - b. Technical Support Center - Technical Support Center Coordinator
  - c. Emergency Operations facility - Emergency Manager
  - d. Central Alarm Station (CAS) - Watch Commander
  - e. Media Center - Media Center Coordinator

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3.0 INITIATING CONDITIONS

- 3.1 The Rancho Seco Emergency Plan (AP 500) has been implemented, and emergency response facilities have been activated.
- 3.2 The Emergency Coordinator determines that there is a need for expedited access to the site.

4.0 PRECAUTIONS AND LIMITATIONS

4.1 None

5.0 INSTRUCTIONS

5.1 Controlling Access to the Rancho Seco Site.

5.1.1 Personnel who are assigned to the Rancho Seco Emergency Organization (AP 506) will be expeditiously admitted to the site and to the protected area by the Security Officers after undergoing routine screening.

5.1.2 At the declaration of an Alert, Site Area Emergency, or General Emergency, and/or the initiation of Personnel Assembly, the Watch Commander will immediately take steps to limit access to the site area (protected area).

a. The Security Officers will allow entrance into the protected area to the following individuals:

- 1) Valid site security badge and identified in AP 506.
- 2) Valid site security badge and communication with the Assembly Point Coordinator to determine the need for the individual to enter the site.

b. The local law enforcement officials will allow passage through designated road blocks to the following individuals:

- 1) District employees with SMUD picture I.D. badges.
- 2) Vanguard employees with Vanguard picture I.D. badges.
- 3) Individuals with "Rancho Seco Emergency Response" badges that will be issued from:

. EOF

. county field command posts

5.1.3 The Emergency Coordinator may at any time direct the Watch Commander to limit access to the Site. Such limited access may also extend to the Visitor Center.

5.1.4 If conditions warrant, the Emergency Coordinator may direct the Watch Commander to contact the Sacramento County Sheriff's Department for assistance in controlling access to the site.

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5.0 INSTRUCTIONS-contd.

5.1.5 The Emergency Coordinator will notify the Watch Commander of those personnel returning to the site so that they may be expeditiously admitted to the site and the protected area. Personnel who are called back to the plant during an emergency and who have not previously been assigned and identified in AP 506 will report to the Security Officers at the gate who in turn will notify the Watch Commander. Personnel arriving onsite will be directed or escorted to the Plant Assembly Point for:

- a. Administration Building - Reporting
- b. Warehouse "A" - Reporting and carding in.

The Plant Assembly Point Coordinator will then notify the Emergency Coordinator of the arrival of the Emergency personnel and request instructions.

5.1.6 Emergency vehicles (fire, ambulance, law enforcement) will be immediately admitted to the site during emergency conditions without being issued identification. The Emergency Coordinator will notify the Watch Commander immediately upon requesting offsite emergency assistance. These vehicles will be provided an escort by security personnel.

5.2 Controlling Access to the Technical Support Center:

5.2.1 The TSC may be totally or partially activated at an Unusual Event condition, but will be totally activated at the Alert, Site Area Emergency, and General Emergency conditions.

5.2.2 Personnel requesting access to the TSC will receive verbal authorization from the TSC Coordinator prior to entry.

5.2.3 The TSC staff will obtain their Emergency Personnel Identification badge (Attachment 7.1) from its storage location in the TSC and wear it in addition to their security badge. This badge will be transferred whenever the functional responsibility is transferred from one individual to another.

5.3 Controlling Access to the Control Room

5.3.1 The Shift Supervisor may at this discretion upon the declaration of an Unusual Event limit access to the Control Room to those Operations personnel on shift and only those other personnel specifically authorized by him.

5.3.2 During Alert, Site Area Emergency, and General Emergency conditions, access to the Control Room will be strictly limited, with access granted only by the Shift Supervisor.

5.0 INSTRUCTIONS-contd.

5.4 Controlling Access to the Media Center:

The Media Center Coordinator will be responsible for authorizing access to the Media Center. He may request assistance from security.

5.5 Controlling Access to the Emergency Operations Facility:

5.5.1 The Emergency Manager, assisted by the Security Coordinator, will limit access to the work areas of the EOF. 1

5.5.2 Access will be limited to the EOF Staff, AP 506, Attachment 7.6, designated county government liaison personnel, Nuclear Regulatory Commission personnel, and other persons who have been specifically authorized access by the Emergency Manager. (Attachments 7.2 & 7.3) 1

5.5.3 Personnel who are directed to report for duty at the EOF, who have not previously been assigned will report to the Security Coordinator. The Emergency Manager will notify the Security Coordinator of those personnel requested to the EOF so that the personnel may be expeditiously admitted.

5.5.4 The Security Coordinator is responsible for assuring that adequate security personnel and/or local law enforcement personnel are available to control access to the EOF.

5.5.5 The EOF staff will obtain their Emergency Personnel Identification badge from its storage location in the EOF and wear it. This badge will be transferred whenever the functional responsibility is transferred from one individual to another.

5.6 Emergency Personnel Identification:

5.6.1 Each functional assignment in the Rancho Seco Emergency Plan will have a badge.

5.6.2 Emergency Personnel Identification will be reviewed and updated concurrently with the annual Emergency Plan review.

5.6.3 Emergency Personal Identification badges will be worn in the Technical Support Center, Emergency Operations Facility, and the Plant Assembly Point. 1

5.6.4 The Emergency Personnel Identification badges are not to be confused with SMUD or Rancho Seco Security badges.

5.6.5 The Emergency Personnel Identification badges are to be used to identify the functional responsibility of the individual and to transfer that responsibility when relieved.

5.0 INSTRUCTIONS-contd.

5.6.6 Badges are not required for emergency service personnel and vehicles responding to the plant, Emergency Operations Facility (fire department, emergency medical service, law enforcement).

5.7 Badging of Offsite Emergency Response Personnel:

5.7.1 To insure the security of the Rancho Seco site, offsite personnel responding to an emergency onsite are required to be issued badges (Attachment 7.4) at the EOF prior to proceeding to the site. | 1

5.7.2 Personnel requesting access to Rancho Seco shall fill out an application for a Rancho Seco Special Emergency Pass. (Attachment 7.5) | 1

5.7.3 The individual shall report to the Access Administration Coordinator with the approved Emergency Pass Application. | 1

5.7.4 The Access Administration Coordinator shall: | 1

(a) Verify through the Technical and Logistical Support Coordinator that the individual is required onsite.

(b) Upon verification, complete Attachment 7.6.

(c) Issue a badge (Attachment 7.4) to the individual, recording the Serial Number of the badge issued on Attachment 7.6.

(d) Brief the driver of the vehicle on the route to be taken to the site and on procedures to be followed on arrival at the site.

(e) Notify Security onsite via appropriate communications equipment, that offsite personnel are proceeding to the site advising Security of their names and badge numbers.

NOTE: The Badge shall be recognized by Law Enforcement as clearance authority for road blocks that may exist.

5.7.5 Upon arrival onsite, the offsite personnel shall report to the appropriate site entrance as required, and present their badges and one other form of picture identification to the Security Officer stationed at the entrance.

5.7.6 The Security Officer at the site entrance shall:

(a) Compare the badge and picture identification as presented, insuring they match.

5.0 INSTRUCTIONS-contd.

- (b) Record the individual's name, organization, and other pertinent information.
- (c) Admit the offsite personnel, providing escort if required, informing them of areas to be avoided, and direct them to the Plant Assembly Point for further direction onsite.

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6.0 REFERENCES

- 6.1 AP 400 Rancho Seco Physical Security Plan
- 6.2 AP 506 "Notification/Communication"

7.0 ATTACHMENTS

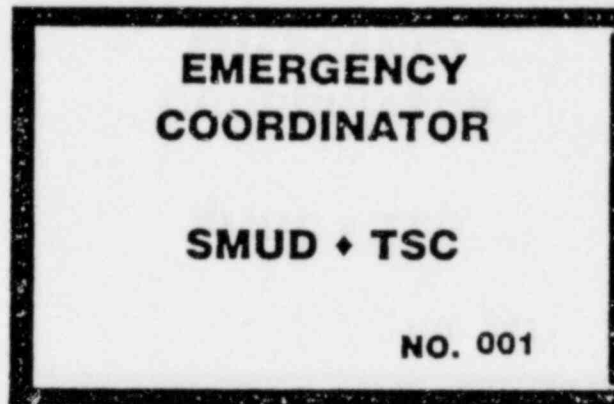
Revision No.

- |   |          |
|---|----------|
| 7.1 Facsimile Emergency Personnel Identification Card | Original |
| 7.2 County EOF Personnel Listing                      | Original |
| 7.3 State and Federal EOF Personnel Listing           | Original |
| 7.4 Temporary Badge                                   | Original |
| 7.5 Emergency Pass Application                        | Original |
| 7.6 EOF Badge Log                                     | Original |

2

Effective Date: 3/15/82

ATTACHMENT 7.1  
FACSIMILE EMERGENCY PERSONNEL IDENTIFICATION CARD



ATTACHMENT 7.2  
COUNTY EOF STAFF

<u>NAME</u>	<u>POSITION TITLE</u>
1. Sacramento	
Cassady, Gary	Dir. Emer. Ops
Charlton, Charles	Rad. Monitor. Coord.
DeBord, Mike	Emer. Ops. Coord.
Doerflein, Lynette	Comm. Clerk
Freeman, William	Dir. Emer. Ops
Henrikson, Arthur S.	Law Enfor. Coord.
Hines, Rondal	Emer. Ops. Coord.
Jameson, Karen	Comm. Clerk
Knight, Ken	Rad. Monitor. Coord.
Lotz, George C.	Law Enfor. Coord.
Lowe, Duane	Law Enfor. Coord.
Miller, William	Public Info. Officer
Overmeir, Carl	Rad. Monitor. Coord.
Phillips, Richard	Law Enfor. Coord.
Pond, William	Emer. Ops. Coord.
Radford, Robert C.	Law Enfor. Coord.
Richter, Brian	Dir. Emer. Ops.
Saulter, Jerry M.	Public Info. Officer
Sedor, William	Comm. Clerk
Toon, Mary	EOF Clerk
White, Hal	Emer. Ops Coord.
Wright, Pat	EOF Clerk
2. San Joaquin	
Factor, William	Liaison
Keranen, Peggy	Liaison
Mayer, Dale	Liaison
Walker, Tom	Liaison
3. Amador	
DeLange, Lee	Liaison
Eichhorn, Ike	Liaison
Faresdahl, James	Liaison
Welch, James	Liaison

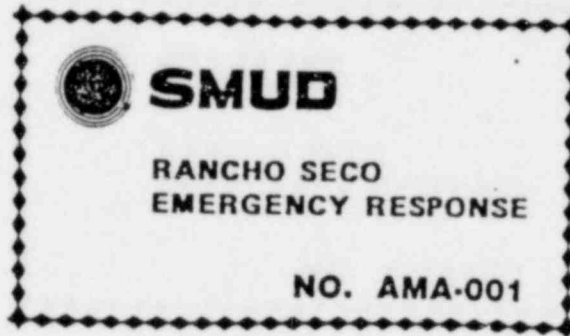
ATTACHMENT 7.3  
STATE AND FEDERAL EOF STAFF

	<u>NAME</u>	<u>POSITION TITLE</u>
1.	State OES	
	Kearns, James	Director
	Orr, Orrin	Radiological Officer
	Reed, Mary Francis	Chief, Nuclear Power Plant Planning
2.	State RHS	
	Carter, Larry	Alternate Emergency Coordinator
	Wheeler, David	Communications Liaison
	Wong, Gerard	Emergency Coordinator
3.	Federal Emergency Management Agency (FEMA)	
	Eldridge, Jack*	Region PIO
	Nauman, Ken	National Staff
		Deputy FCO
4.	Nuclear Regulatory Commission (NRC)	
	Scown, Ken*	Site Team Leader
		Reactor Operations Supervisor
		Reactor Operations Inspector
		Health Physics Supervisor
		Health Physics Inspector
		Emergency Response Coordinator
		Public Affairs Officer

\* Responsible for providing Security with the list of additional personnel.

Effective Date: 3/15/82

ATTACHMENT 7.4  
TEMPORARY BADGE



**ATTACHMENT 7.5**  
**EMERGENCY PASS APPLICATION**

APPLICATION FOR RANCHO SECO  
SPECIAL EMERGENCY PASS

PASS NO. \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

NAME: \_\_\_\_\_ SOCIAL SECURITY NO. \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ POSITION: \_\_\_\_\_

ADDRESS \_\_\_\_\_ TEL. NO. \_\_\_\_\_

DESTINATION \_\_\_\_\_

PURPOSE \_\_\_\_\_

AUTHORIZED DURATION OF TRIP \_\_\_\_\_

AUTHORIZED ENTRY POINT\* \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

