

4000 SERIES

EMERGENCY PLAN IMPLEMENTING PROCEDURES

<u>NUMBER</u>	<u>TITLE</u>	<u>REV.</u>	<u>EFF. DATE</u>
4101	Unusual Event Actions	1	9/15/81
4102	Alert	7	8/31/82
4103	Site Area Emergency	7	8/31/82
4104	General Emergency	7	8/31/82
4105	Bomb Threat	0	7/20/82
4201	Radiological Dose Assessment	2	12/21/81
4202	Post Accident Sampling	2	3/1/82
4203	EMT #1-In Plant Radiological Sampling and Monitoring	2	6/8/82
4204	EMT #2-Protective Actions for Onsite Personnel	3	6/8/82
4205	EMT #3-Site Boundary Radiological Sampling/Monitoring	1	9/15/81
4206	EMT #4, #5 - Offsite Radiological Sampling and Monitoring	2	12/8/81
4207	Radiological Sampling During An Emergency	0	7/15/81
4208	Aid to Affected Personnel	0	7/15/81
4209	Emergency Operations Re-Entry	0	7/15/81
4210	Emergency Recovery	0	7/15/81
4211	On Call Procedure	2	6/8/82
4212	Drywell/Containment Curie Level Estimation	0	2/19/82
4213	Radiation Protection During Emergencies	0	3/1/82
4214	Unit 1 Reactor Coolant Post Accident Sampling	0	6/1/82
4215	Unit 1 Containment Air Post Accident Sampling	0	6/1/82

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4216	Unit 2 Reactor Coolant Post Accident Sampling	0	6/1/82
4217	Unit 2 Containment Air Post Accident Sampling	0	6/1/82
4218	Use of Potassium Iodide (KI) Tablets As A Thyroid Blocking Agent	0	6/8/82
4301	Communications - Radiopaging & Callback Recorder Operations	2	12/8/81
4302	Emergency Operations Facility Ventil- lation System	0	7/15/81
4303	Emergency Operations Facility Emergency Diesel Generator	0	7/15/81
4304	Emergency Response Center and Facilities	4	6/8/82
4305A	Meteorological Tower EOF Computer Terminal Operation	0	2/24/82
4305B	EOF TSO Computer Terminal Operation	0	3/15/82
4306	E.O.F. Fire Detection System	0	7/15/81
4307	Unit 1/Unit 2 Control Room Closed Circuit Television (CCTV) System Operation	0	3/15/82
4501	Radioactive Materials Transport Accident	1	6/8/82
4502	Toxic Material Release	1	6/8/82
4503	Hazardous Waste and Toxic Substance Spill Incident	2	4/23/82
4504	Personnel Emergency	2	1/22/82
4505	Atmospheres Immediately Hazardous to Life	0	7/15/81
4506	Loss of Licensed Non-Exempt Radioactive Sources	0	1/6/82
4601	Page/Siren System Evacuation Alarm Tests	1	6/8/82

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4602	Communications Telephone Test	4	8/31/82
4603	Emergency Radiological Equipment Maintenance and Inspection	1	3/18/82
4604	Emergency Call List Surveillance	0	7/15/81
4605	Emergency Operations Facility Ventilation System Filter Testing Annual	0	7/15/81
4606	EOF Emergency Diesel Generator Operability Test	0	7/15/81
4608	EOF Air Lock Operability Test	0	7/15/81
4609	EOF Fire Detection System Test	0	7/15/81
4610	Communications-Radiopaging and Callback Recorder Monthly Test	3	11/26/81
4611	Station PA Speaker Inspection	0	7/15/81
4612	Waterford, State and Tri Town Radio Test	1	10/13/81
4613	Communications-Radiopaging Daily Test	1	9/15/81

STATION PROCEDURE COVER SHEET

A. IDENTIFICATION

Number EPIP 4102

Rev. 7

Title ALERT

Prepared By M. Klein

B. REVIEW

I have reviewed the above procedure and have found it to be satisfactory.

<u>TITLE</u>	<u>SIGNATURE</u>	<u>DATE</u>
<u>DEPARTMENT HEAD</u>	<u>[Signature]</u>	<u>8-17-82</u>
_____	_____	_____
_____	_____	_____

C. UNREVIEWED SAFETY QUESTION EVALUATION DOCUMENTATION REQUIRED:

(Significant change in procedure method or scope as described in FSAR)
(If yes, document in PORC/SORC meeting minutes) YES [] NO []

ENVIRONMENTAL IMPACT
(Adverse environmental impact)
(If yes, document in PORC/SORC meeting minutes) YES [] NO []

D. PORC/SORC APPROVAL

PORC/SORC Meeting Number 82-32

E. APPROVAL AND IMPLEMENTATION

The attached procedure is hereby approved, and effective on the date below:

[Signature]
Station/Service/Unit Superintendent

8/31/82
Effective Date

ALERT

Page No.
1-25

Effective Revision
7

1. OBJECTIVE

To provide a procedure which delineates actions to be taken when events are in process or have occurred which involve actual or potential substantial degradation of the level of safety of a unit.

2. DISCUSSION

This procedure is used for an ALERT emergency (State Class Charlie-One). An incident has been classified as an ALERT emergency using procedure OP 501 or OP 2501.

3. IMMEDIATE ACTION

3.1 Shift Supervisor/Designee of Affected Unit - Upon initiation of an ALERT emergency will: (Refer to checklist form EPIP 4102-1 and log all actions).

- 3.1.1 Sound the station evacuation siren for one minute. Repeat as necessary.
- 3.1.2 Announce that an ALERT emergency exists and the unit status over the P.A. System.
- 3.1.3 Carry out applicable Unit operational and/or emergency procedures.
- 3.1.4 Contact the Duty Officer.
- 3.1.5 Contact both Shift Technical Advisors for accident assessment and communications assistance.
- 3.1.6 Notify Security at the Central Alarm Station (yellow intercom - Dial _____, or the Secondary Alarm Station (yellow intercom Dial _____ or Ext. _____) of the nature and location of the emergency.
- 3.1.7 Direct the Shift Supervisor of the non-affected unit to notify by telephone the on-call Director and Managers. Direct the SS of the non-affected Unit to assist the STA/SSSA in notifying and calling in EMTs and the NNECO emergency organization managers and directors who are not on call and any necessary

personnel per ACP-1.07. (Until relieved by the Manager of On-Site Resources). (See SF-120)

- 3.1.8 Direct the Shift Supervisor of the non-affected unit to check time sheet for the affected unit operations. Verify through affected units SS/SCO that all operations personnel of the affected unit are safe. Notify Security at Ext. of the results, including the names of personnel on-duty from both units.
 - 3.1.9 Dispatch an EMT team comprised of the on shift Health Physics Technician and a PEO from the non-affected unit to survey the area around the unit (if necessary). Use the EMT #1 kit provided for this purpose located in the Control Room.
 - 3.1.10 Escalate to a more severe class or de-escalate if necessary.
- 3.2 Other Operations Shift Personnel
- 3.2.1 Operations personnel on both units not immediately involved in the emergency report to their respective Immediate Response Operations Support Center in the Operation Assistant's Office (OSC/OAO).
- 3.3 Shift Technical Advisor/SSSA
- Refer to checklist form EPIP 4102-2 and log all actions.
- 3.3.1 Both STA's report to Control Room immediately.
 - 3.3.2 The STA of the affected unit provide assessment assistance to the Shift Supervisor (SS).
 - 3.3.3 The non-affected unit STA/SSSA provide communications assistance to the S.S. and initiate the telephone recorder system, radiopager and provide "hot line" notification to the NRC in accordance with ACP 1.07, SF-112 and SF-130. The NRC must be notified within 1 hour of the occurrence of the incident. The radiopager system must be initiated for notification within 15 minutes of classification of the incident.

NOTE: In the refueling or cold shutdown operating modes when the STA function is not required, a designated management representative will fulfill the requirement of 3.3.2 and 3.3.3 above.

3.4 Duty Officer of the Affected Unit

3.4.1 Notify the Superintendent of the affected unit if available.

3.4.2 Report to the Control Room/TSC.

3.5 Managers and Director

3.5.1 The on-call Managers and Director, upon receiving a radiopage of a Charlie-One Classification, call one of the three telephone recorders listed in SF-121 and leave a message that they received the radiopage and will be reporting to their designated location.

Director of Station Emergency Operations - Emergency Operations Facility

Mgr. of Control Room Operations - Respective Control Room

Mgr. of Radiological Consequence Assessment - Emergency Operations Facility

Mgr. of Technical Support - Respective Technical Support Center

Mgr. of External Communications - Emergency Operations Facility

Mgr. of Security - On-Site Operation Support Center/On-Site Resource Center Area at the CPF.

Mgr. On-site Resources - On-Site Resources area at the CPF if onsite. The On-Site Resources Center at the EOF if reporting from off of the site.

Mgr. of Engineering Support - Emergency Operations Facility

Mgr. of Public Information - Emergency Operations Facility

NOTE: Personnel reporting to the EOF should enter through the north door (decontamination area) and perform a whole body frisk prior to entering the EOF general area. Activate EOF if necessary in accordance with EPIP 4304. Protective clothing is available in the EOF to allow activation of the EOF by personnel who may be contaminated. If time permits, contaminated personnel should enter through the decontamination area entrance and ensure they are clean prior to entering the EOF operations area.

3.6 Duty Health Physics Technician(s)

(Record all data)

- 3.6.1 Report to the Control Room.
- 3.6.2 Perform on-site survey, if necessary. (EMT #1)
- 3.6.3 Copy survey results and give the Shift Supervisor a copy.
- 3.6.4 Report to Manager of Radiological Consequence Assessment at the Station Emergency Operations Facility with original survey data.

3.7 On-site Personnel

3.7.1 ACTION BY NNECO "E" BADGE PERSONNEL

- 3.7.1.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5,

report to the On-Site Resources Center at the Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF assembly area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.

- 3.7.1.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.
- 3.7.1.3 If outside the protected area, report to the Northwest Assembly Area.
- 3.7.1.4 Emergency Organization personnel report to their assigned areas.
- 3.7.1.5 The Director shall establish the route for essential personnel to get to the Emergency Operations Facility from the Site, the Condensate Polishing Facility Resources Center/Operational Support Areas, or Northwest Assembly Area.

NOTE: Some options available to the director are:

- a. Personal vehicles
- b. Company vehicles
- c. Security vehicles
- d. Stone & Webster vehicles
- e. Local Bus Companies

- f. Local Cab Companies
- g. Walk - Through PAP/AAP or through CPF and Unit 3 Site.

3.7.1.6 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.2 ACTION BY "C" BADGE NNECO CONSTRUCTION PERSONNEL

- 3.7.2.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the On-Site Operational Support Center Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF Assembly Area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.
- 3.7.2.2 If outside the protected area, report to the Northwest Assembly Area
- 3.7.2.3 The Director shall establish the route for essential personnel to get to either personal vehicles or company provided vehicles for transport to the Emergency Operations Facility from the Condensate Polishing Facility Resource

Center/Operational Support areas or
Northwest assembly area.

- 3.7.2.4 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.3 ACTION BY "V" BADGE PERSONNEL

- 3.7.3.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to On-Site Operational Support Center at the Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF Assembly Area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.
- 3.7.3.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.
- 3.7.3.3 If outside the protected area, report to the Northwest Assembly Area.
- 3.7.3.4 The Director shall establish the route for essential personnel to get to either

personal vehicles or company provided vehicles for transport to the Emergency Operations Facility from the Condensate Polishing Facility Resource Center/Operation Support areas or Northwest assembly area.

- 3.7.3.5 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.
- 3.7.4 Personnel Reporting to Site (Called-In)
 - 3.7.4.1 Called in personnel report to the Emergency Operations Facility.
- 3.7.5 Unit 3 Construction Personnel
 - 3.7.5.1 When the evacuation signal is given all Stone & Webster and subcontractor personnel, regardless of location of change buildings or daily parking areas, immediately cease work, secure all tools, equipment, and proceed directly to the Brass Alleys. They came through when entering the Site.
 - 3.7.5.2 All manual personnel, after checking out with the Timekeeping Department, will immediately proceed to the Northwest manual parking area, assemble by craft and receive further instructions from craft supervisors.
 - 3.7.5.3 General Foremen and Foremen conduct an accountability check for all personnel under their control at the Assembly Area

assigned. Members of the Timekeeping Department will contact the appropriate General Foreman/Forman to determine the last known location of these personnel which time keeping cannot account for.

3.7.5.4 All non-manual personnel check out through Stone & Webster Security and immediately assemble at the Northwest non-manual parking lot and await further instructions.

3.7.5.5 Assemble and await Millstone monitoring personnel who will conduct personnel surveys and arrange for off-site release of all personnel.

3.7.6 Non-Badged Personnel Outside Protected Areas

3.7.6.1 Report to the Northwest Assembly Area.

3.7.7 Station Nurse

3.7.7.1 Report to the On-Site Resources Center (RC/CPF).

3.7.8 EMT's

3.7.8.1 Report to the Emergency Operations Facility.

3.7.9 Millstone Telephone Operator - Notify the Control Rooms that the switchboard will be in night service. Report to the Emergency Operations Facility. Man the Millstone switchboards at the EOF.

3.7.10 On Cal. Electricians

3.7.10.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operations Support Center at the Operation Assistant's Office (OSC/OAO).

3.7.10.2 On call electrician not onsite (ie. - running errand to Niantic) should report to the EOF.

3.7.11 On Call Mechanics

- 3.7.11.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office (OSC/OAO).
- 3.7.11.2 On call mechanic not onsite (ie.-running errand to Niantic) should report to the EOF.
- 3.7.12 ON Call I&C Technician
 - 3.7.12.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office (OSC/OAO).
 - 3.7.12.2 On call I&C Technician not onsite (ie-running errand to Niantic) should report to the EOF.
- 3.7.13 ON Call Chemistry Technician
 - 3.7.13.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office (OSC/OAO).
 - 3.7.13.2 On call Chemistry Technician not onsite (ie - running errand to Niantic) should report to the EOF.
- 3.7.14 On Call Operator
 - 3.7.14.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office (OSC/OAO).
 - 3.7.14.2 On call Operator not onsite (i.e.-running errand to Niantic) should report to the EOF.
- 3.8 Security Personnel
 - 3.8.1 Secure all posts except CAS, SAS, CPF AAP, AAP, PAP
Man doors 144, 200, 101, and 201.

- 3.8.2 Except for the door posts secure each of the remaining security posts if its local area monitor alarms or if the local dose rate meter exceeds 100 mr/hr. For the door posts, monitor dosimeters and secure the post if the accumulated dose during the emergency exceeds 100 mr.
 - 3.8.3 All security personnel not on post report to CPF On-Site Resources Center Area.
 - 3.8.4 Man northwest door of the CPF (Warehouse 5) to allow personnel to enter from outside.
- 3.9 Other Unit Shift Supervisor/Designee
(Log all actions)
- 3.9.1 Provide an EMT member to the affected unit.
 - 3.9.2 Monitor essential unit parameters, such as area radiation monitors and airborne radioactivity levels.
 - 3.9.3 Secure ventilation, as required, to avoid pulling in airborne contaminants from the affected unit.
 - 3.9.4 Notify respective unit Duty Officer in absence of higher supervision of significant problems associated with the unit.

4. SUBSEQUENT ACTION

- 4.1 Shift Supervisor/Designee of Affected Unit
(Refer to Form EPIP 4102-1 and log all actions)
 - 4.1.1 Continue to assess the condition of the unit.
 - 4.1.2 Transfer responsibilities as Director of Station Emergency Operations to the on-call Director upon his arrival at the EOF.
 - 4.1.3 Assume position of Manager of Control Room Operations and request any required support from the Manager of Technical Support or the Director of Station Emergency Operations.
 - 4.1.4 Keep Director of Station Emergency Operations informed as to the status of the unit. Continuously

monitor operating conditions, reassess and take appropriate corrective actions.

- 4.1.5 Upon being notified by the Director of Station Emergency Operations announce over P.A. System to terminate the Alert Emergency.

4.2 Other Personnel

- 4.2.1 Operations personnel located in the respective Immediate Response Operations Support Center await direction from the respective Manager of Control Room Operations.
- 4.2.2 Station personnel in the On-Site Resources Center and On-Site Operational Support Center await direction from the Manager of On-Site Resources.

4.3 Shift Technical Advisor/SSSA

(Log all actions)

- 4.3.1 Continue to provide assessment to the Shift Supervisor. (Affected Unit STA)
- 4.3.2 The non-affected Unit STA/SSSA (or designated management representative) maintain continuous channel communications with the NRC until relieved by the Manager of External Communications.

4.4 Duty Officer of Affected Unit

(Log all actions)

- 4.4.1 Upon arrival at the Station, assume the position of Manager of Technical Support.
- 4.4.2 Verify initial determination of the incident class made by the Shift Supervisor. Make recommendations to the Shift Supervisor on changing the emergency classification and/or the State Class Code, if necessary.
- 4.4.3 If arriving before the on-call Director of SEO has taken charge, relieve the Shift Supervisor of administrative control of the station. The Shift Supervisor remains as Director of SEO until relieved by the on-call Director.

4.5 Director of Station Emergency Operations (SEO)

(Log All Actions, Refer to Checklist Form EPIP 4102-4)

4.5.1 Upon arrival at the EOF, establish communications with other managers in the EOF, the Manager Of Onsite Resources (in the CPF Area) and the Manager of Technical Support (in the TSC). Contact the control room to ascertain the event's status.

4.5.2 When sufficient information has been gathered, brief the EOF Managers (and other personnel as appropriate) on the situation and the functions they are expected to perform.

4.5.3 When satisfied that the EOF is properly activated, notify the Shift Supervisor of the affected unit that you have assumed the function of Director of Site Emergency Operations. Notify the Duty Officer that you have assumed administrative control of the station.

NOTE: When present, the Station Superintendent may relieve the designated Director of Station Emergency Operations.

4.5.4 Initiate use of the logbook and tape recorder and record data and communications including time occurrences.

4.5.5 Establish communication with all Managers and the Director of Corporate Emergency Operations (when available).

4.5.6 Contact Manager of On-Site Resources and request person be provided to perform the logging function.

4.5.7 For any Manager position not manned as determined in Step 6.5.4, have Manager of On-Site Resources contact designated on call Manager or qualified replacement.

4.5.7.1 Designate a trained EMT member to dispatch Teams 2 and 3 if the Manager of Radiological Consequence Assessment has not

arrived. (Team #3 should be dispatched to take samples in the downwind direction.)

- 4.5.8 Coordinate site emergency actions to: (if possible)
 - 4.5.8.1 Stop or minimize the source of the problem.
 - 4.5.8.2 Contain the results of the problem.
 - 4.5.8.3 Evaluate the results of the problem.
 - 4.5.8.4 Clean up the results of the problem and restore the Station to a normal condition.
- 4.5.9 During the course of the emergency, ensure periodic update information is relayed to the following personnel on at least an hourly basis, and as necessary (include meteorological assessments and dose estimates of any actual releases).
 - 4.5.9.1 Director of Corporate Emergency Operations
 - 4.5.9.2 Manager of External Communications
 - 4.5.9.3 Manager of Public Information
- 4.5.10 Consider requesting outside assistance of the following groups using the Manager of External Communications:
 - 4.5.10.1 Waterford Police - use RED hot line
 - 4.5.10.2 Waterford Fire and Ambulance Department
- use RED hot line
 - 4.5.10.3 State Police - use BLUE hot line
 - 4.5.10.4 Radiation Management Corporation
 - 4.5.10.5 Lawrence and Memorial Hospital
Ext.
 - 4.5.10.6 U. S. Coast Guard
 - 4.5.10.7 ANI/MAELU (NELPIA) (for financial assistance).
 - 4.5.10.8 Refer also to SF-109
- 4.5.11 Coordinate and direct outside assistance groups arriving on site.
- 4.5.12 At least hourly and as necessary, ensure the following organizations are or have been notified of

the Station's condition using the Manager of External Communications.

- 4.5.12.1 Appropriate outside groups, agencies, and public officials - using radiopage & telephone recorders.
- 4.5.12.2 NRC resident inspector
- 4.5.12.3 NRC - use WHITE hot line
- 4.5.12.4 U. S. Coast Guard -
- 4.5.12.5 AMTRAK - Chief Train Dispatcher (Boston)
- 4.5.12.6 Lawrence and Memorial Hospital - (Emergency Room Charge Nurse)
- 4.5.12.7 Radiation Management Corporation
- 4.5.12.8 INPO Support Functions
Ref: INPO functions listed in SF-109,
Agency Call List
- 4.5.13 Based on calculated and field measurements of offsite releases, recommend protective actions to the State in accordance with Station Form SF-106.
- 4.5.14 Verify that all personnel in the protected area have been accounted for as per Step 4.12.3. Initiate search and rescue parties, as necessary, to located missing personnel.
- 4.5.15 Based on existing and potential conditions and results, consider either reducing, or maintaining the ALERT emergency classification using the EAL's contained in OP 501 and OP 2501, Incident Assessment and Classification.
- 4.5.16 During the course of the incident, refer to the 4200 series procedures as appropriate.
- 4.5.17 Authorize exposures to emergency workers in excess of administrative limits as necessary. Emergency

- sampling should not be performed if it results in workers exceeding administrative limits.
- 4.5.18 Designate evacuation routes if site evacuation becomes necessary.
 - 4.5.19 Consult with the NRC, State and Corporate representatives on a periodic basis.
 - 4.5.20 Resolve questions concerning unit operating license requirements with NRC representatives.
 - 4.5.21 After incident and unit conditions have been stabilized to allow the terminating of the Alert confirm with Director of Corporate Emergency Operations and notify all emergency site managers to secure posts and return to normal operation. In addition have the Manager of External Communications contact all outside groups notified during the emergency with a summary of the Station's condition and intentions.
 - 4.5.22 Complete the Plant Incident Report in accordance with ACP 10.01.
- 4.6 Manager of Control Room Operations - Affected Unit
(Log all actions, refer to Form EPIP 4102-1)
- 4.6.1 Continue to perform the actions specified in Section 4.1.
 - 4.6.2 Provide information and recommendations on accident recovery to the Director of Station Emergency Operations.
 - 4.6.3 Consider overriding certain security doors to allow expedient resolution of any unit problem.
- 4.7 Manager of Control Room Operations - Non-Affected Unit
(Log all actions)
- 4.7.1 Continue to monitor essential unit parameters and operate the unit in a safe manner taking into consideration the possible affects of the affected unit on his unit's continued safe operation.

- 4.7.2 Provide periodic information on status of his unit to Director of Station Emergency Operations.
- 4.7.3 Consider overriding certain security doors to allow expedient resolution of any unit problem.
- 4.8 Manager of Radiological Consequence Assessment
(Log all actions - Refer to Checklist, Form EPIP 4102-5)
 - 4.8.1 Establish communications with the Director of Station Emergency Operations. Turn on portable security radio, determine channel being used, and monitor communications.
 - 4.8.2 Collect and evaluate radiological data from the duty Health Physics Technician (on site Team #1).
 - 4.8.3 Request Manager of On-Site Resources to provide appropriate number of EMTs for on-site and off-site monitoring (App. 10 EMTs).
 - 4.8.4 Contact the affected unit Control Room and request data of actual and potential radioactive release data including meteorological data.
 - 4.8.5 Provide individual to distribute dosimetry as necessary.
 - 4.8.6 Using available H.P. Technicians, initiate operation of the PING air monitors in the Emergency Response Centers.
 - 4.8.6.1 Unit 1 Control Room
 - 4.8.6.2 Unit 2 Control Room
 - 4.8.6.3 Unit 1 Technical Support Center
 - 4.8.6.4 Unit 2 Technical Support Center
 - 4.8.6.5 Emergency Operations Facility
 - 4.8.6.6 CPF Resources Operational Support Center Areas.
 - 4.8.7 Using available qualified EMTs determine radiation dose rate and I¹³¹ levels (EPIP 4207) in the following areas. (Survey downwind areas first)
 - 4.8.7.1 Resources and Operational Support Center Areas.

- 4.8.7.2 Operations Support Center in the Operation Assistants Office.
- 4.8.7.3 Unit 1 Control Room
- 4.8.7.4 Unit 2 Control Room
- 4.8.7.5 Technical Support Center (Unit 1)
- 4.8.7.6 Technical Support Center (Unit 2)
- 4.8.7.7 CAS
- 4.8.7.8 SAS
- 4.8.7.9 PAP
- 4.8.7.10 AAP
- 4.8.7.11 Emergency Operations Facility
Consider evacuating any area with radiation dose rates greater than 10 mr/hr or I-131 levels greater than 10 X MPC (10 MPC = 9×10^{-8} uc/cc) but evacuate or take protective measures in time to avoid anyone receiving greater than 500 mr whole body or 500 I¹³¹ MPC hours.
(Recommend moving the Emergency Operations Facility and equipment to the Corporate EOC (N101) in Berlin if such levels exist).
- 4.8.8 Inform Director of Station Emergency Operations and dispatch On-Site Team 3 in accordance with EPIP 4205 to collect samples from the Site Boundary.
- 4.8.9 Inform Director of Station Emergency Operations and dispatch On-Site Team #2 in accordance with EPIP 4204 to the Northwest Assembly Area. Consider sending a second EMT #2 Team to the On-Site Resources Area at the CPF. A spare EMT #2 kit is located there.
- 4.8.10 Initiate control of food and water supplies on-site as necessary.
- 4.8.11 Determine the magnitude of actual or potential releases using EPIP 4201 and the projected dose to the thyroid and whole body.
- 4.8.12 Periodically inform Director of Station Emergency Operations of the results of radiological surveys and

of any projections or problems. Request additional assistance from the offsite assistance companies as necessary.

- 4.8.13 Based on radiological results, consider sending out offsite teams #4 and #5 and recommending escalating to a more severe class or reducing the emergency class. Arrange for additional field measurement surveys, if necessary.
- 4.8.14 Prior to allowing any personnel to leave the assembly areas ensure Health Physics team is established to survey the personnel for contamination. Collect dosimetry if personnel are leaving site.
- 4.8.15 Direct and coordinate with the Director of Station Emergency Operations the radiological support for emergency re-entry operations and/or search and rescue.

4.9 Manager of Technical Support

(Log all actions refer to checklist Form EPIP 4102-7)

- 4.9.1 Establish communications with the respective Control Room and the Corporate Manager of Technical Support.
- 4.9.2 Determine need for additional expertise and request Manager of On-Site Resources to provide such personnel.
- 4.9.3 Monitor and analyze unit condition and status and provide operational guidance to the Manager of Control Room Operations.
- 4.9.4 Develop any required abnormal operating and emergency procedures for the respective unit.
- 4.9.5 Provide the Director of Station Emergency Operations with an independent analysis of the status of the respective unit.

4.10 Manager of External Communications

(Log all communications refer to checklist Form EPIP 4102-7)

- 4.10.1 Establish communications with all Managers and the Director of Station Emergency Operations.

- 4.10.2 Establish communications with the state EOC
- 4.10.3 Establish communications with Corporate Manager of External Communications using the hot line phone.
- 4.10.4 Request Manager of On-Site Resources to provide at least 4 people for telephone communications (if necessary).
- 4.10.5 Relieve STA/SSSA of NRC WHITE hot-line continuous communication requirement and assume control of the radiopager system.
- 4.10.6 Verify that all the required initial calls have been made and determine the content of those calls.
- 4.10.7 As directed by the Director of Station Emergency Operations provide periodic update information to the following:
 - 4.10.7.1 All Managers - use intercom
 - 4.10.7.2 Outside groups, agencies, and local officials use telephone recorders & radiopage.
 - 4.10.7.3 Corporate EOC - YELLOW hot line
 - 4.10.7.4 NRC - Use WHITE hot line
- 4.10.8 Request off-site assistance in accordance with Step 4.5.9 as directed by the Director of Station Emergency Operations.
- 4.10.9 Inform selective organizations in accordance with Step 4.5.10 as directed by the Director of Station Emergency Operations.
- 4.10.10 If necessary, request Manager of On-Site Resources to provide person to monitor radio and television broadcasts and to apprise Director of Station Emergency Operations of news.

4.11 Manager of Security

(Log all actions, refer to Form EPIP 4102-8)

- 4.11.1 Establish communications with Manager of On-Site Resources

- 4.11.2 Account for all personnel located within the Protected Area by the following procedure.
 - 4.11.2.1 Determine which badges are at the AAP, CPF AAP, and the PAP.
 - 4.11.2.2 Determine which badges have been accounted for at the CPF AAP.
 - 4.11.2.3 From Steps 4.11.2.1 and 4.11.2.2, determine which personnel (including security personnel) are still within the protected area.
 - 4.11.2.4 Using radio, telephone or other means, assist the Manager of On-Site Resources in determining the location of all personnel in the protected area.
- 4.11.3 Verify that all posts within the Protected Area except CAS, SAS, AAP, CPF AAP, PAP and doors 144, 200, 101 and 201 have been secured and that guards have reported to the CPF assembly area.
- 4.11.4 Verify implementation of Procedure SEP-1231.
- 4.11.5 Based on radiological survey results of Step 4.8.5 or by local radiation alarms, ensure that security personnel secure such posts and report to the CPF Assembly Area.
- 4.11.6 Inform Director of Station Emergency Operations of any posts secured due to radiological reasons.
- 4.11.7 Dispatch security officer(s) in a vehicle to the warehouses 3 and 4, office trailers, Refuel Outage Building, Beach and fishing areas and Environmental Lab to evacuate personnel.
- 4.11.8 Provide security around the Emergency Operations Facility and any other areas specified by the Director of Station Emergency Operations. See SF 750 for diagram of typical security controls.

4.12 Manager of OnSite Resources

(Log all actions, refer to Form EPIP 4102-9)

- 4.12.1 Establish communications with Director of Station Emergency Operations.
- 4.12.2 Relieve non-affected unit Shift Supervisor of calling in personnel and continue to call in EMT's and necessary personnel as per ACP-1.07. (SF-120)
- 4.12.3 As per Section 4.11.2, provide the completed personnel accountability list to the Director of Station Emergency Operations.
- 4.12.4 Establish the On-Site Resources Area at the CPF and/or EOF. Verify that personnel are assembled in accordance with the marked areas in the CPF assembly area.
- 4.12.5 Fulfill the requests of the Director and Manager for any support personnel.
- 4.12.6 Receive estimate of the time period of the incident from the Director of Station Emergency Operations, and if necessary, prepare shift schedule for all Managers, Director and support personnel for 24 hour coverage for Director of Station Emergency Operations use.
- 4.12.7 Use guard force personnel to administer any required first aid.
- 4.12.8 Provide for transportation services as necessary to include vehicles for the EMT's, buses for personnel to be relocated, and transportation of radiological samples.
- 4.12.9 Provide for commissary services, as necessary.
- 4.12.10 Provide qualified personnel for search and rescue teams.
- 4.12.11 Administer petty cash, expense accounts and payroll matters as needed.
- 4.12.12 Call in the telephone operator to man the Millstone or Emergency Operations Facility telephone consoles, if necessary.

4.12.13 Provide for the transfer of the NOTEPAD terminal to the EOF from the Nuclear Plant Records Facility.

4.12.14 Transfer on-site Resources to the EOF.

4.13 Manager of Engineering Support

(Log all actions, refer to Form EPIP 4102-10)

4.13.1 Establish communications with the Director of Station Emergency Operations.

4.13.2 Using EPIP 4304, verify that the EOF has been activated.

4.13.3 Request selected personnel from the Manager of On-Site Resources to support any site related tasks required by the Director of Station Emergency Operations.

4.13.4 Retrieve any records requested by any of the Managers or the Director of Station Emergency Operations.

4.14 Manager of Public Information

(Log all actions/refer to Form EPIP 4102-6)

4.14.1 Establish communications with the Manager of External Communications.

4.14.2 Establish communications with the Corporate Representative at the State Armory.

4.14.3 Prepare periodic updates and information briefing with Manager of External Communications. This information will be transmitted to the Corporate EOC for review and transmission to the Corporate Representative at the State Armory.

4.14.4 Provide initial non technical notification requirements of concern to federal/state, local officials and corporate management.

4.14.5 Maintain communications with the Station Emergency Organization Managers and Director providing and obtaining periodic updated information as necessary.

4.14.6 Monitor TV and radio broadcasts as necessary for rumor control.

4.14.7 Translate technical information for non technical people.

5. FIGURES
None

MK/11s

STATION PROCEDURE COVER SHEET

A. IDENTIFICATION

Number EPIP 4103

Rev. 7

Title SITE AREA EMERGENCY

Prepared By M. Klein

B. REVIEW

I have reviewed the above procedure and have found it to be satisfactory.

<u>TITLE</u>	<u>SIGNATURE</u>	<u>DATE</u>
<u>DEPARTMENT HEAD</u>	<u><i>[Signature]</i></u>	<u>8-17-82</u>
_____	_____	_____
_____	_____	_____

C. UNREVIEWED SAFETY QUESTION EVALUATION DOCUMENTATION REQUIRED:

(Significant change in procedure method or scope as described in FSAR)
(If yes, document in PORC/SORC meeting minutes) YES [] NO

ENVIRONMENTAL IMPACT
(Adverse environmental impact)
(If yes, document in PORC/SORC meeting minutes) YES [] NO

D. PORC/SORC APPROVAL

PORC/SORC Meeting Number 82-32

E. APPROVAL AND IMPLEMENTATION

The attached procedure is hereby approved, and effective on the date below:

[Signature]
Station/Service/Unit Superintendent

8/31/82
Effective Date

SITE AREA EMERGENCY

Page No.
1 - 25

Eff. Rev.
7

1. OBJECTIVE

To provide a procedure which delineates actions to be taken when events are in process or have occurred which involve actual or likely major failure of unit functions needed for the protection of the public.

2. DISCUSSION

This procedure is used for a Site Area Emergency (State Class Charlie-two). An incident has been classified as a Site Area Emergency using OP 501 or OP 2501.

3. IMMEDIATE ACTION

3.1 Shift Supervisor/Designee of Affected Unit - Upon initiation of a Site Emergency will: (Refer to checklist form EPIP 4103-1 and log all actions)

3.1.1 Sound the station evacuation siren for one minute.
Repeat as necessary.

3.1.2 Announce that a site area emergency exists and the unit status over the P.A. System.

3.1.3 Carry out applicable unit operational and/or emergency procedures.

3.1.4 Contact the Duty Officer

3.1.5 Contact both Shift Technical Advisors for accident assessment and communications assistance.

3.1.6 Notify Security at the Central Alarm Station (yellow intercom - Dial _____ or the Secondary Alarm Station (yellow intercom - Dial _____ or Ext. _____) of the nature and location of the emergency.

3.1.7 Direct the Shift Supervisor of the non-affected unit to notify by telephone the on-call Directors and Managers.

Direct the SS of the non-affected unit to assist the STA/SSSA in notifying and calling in EMT's and the NNECO emergency organization manager and directors

who are not on call and any necessary personnel per ACP 1.07. (Until relieved by the Manager of On-Site Resources). (See Station Form 120)

3.1.8 Dispatch an EMT team comprised of the on shift Health Physics Technician and a PEO from the non-affected unit to survey the area around the unit (if necessary). Use the EMT Team #1 kit provided for this purpose located in the Control Room.

3.1.9 Escalate to a more severe class, or de-escalate if necessary.

3.2 Other Operations Shift Personnel

3.2.1 Operations personnel on both units not immediately involved in the emergency report to their respective Immediate Response Operations Support Center in the Operation Assistant's Office.

3.3 Shift Technical Advisor/SSSA

Refer to checklist form EPIP 4103-2 and log all actions)

3.3.1 Both STA's report to Control Room immediately.

3.3.2 The STA of the affected unit provides assessment assistance to the Shift Supervisor(S.S.).

3.3.3 The non-affected unit STA/SSSA provide communications assistance to the S.S. initiate the telephone recorder system, radiopager and provide "hot line" notification to the NRC in accordance with ACP 1.07, SF-112 and SF-130. The NRC must be notified within 1 hour of the occurrence of the incident. The radiopager system must be initiated for notification within 15 minutes of classification of the incident.

NOTE: In the refueling or cold shutdown operating modes when the STA function is not required, a designated management representative will fulfill the requirement of 3.3.2 and 3.3.3 above.

3.4 Duty Officer of the Affected Unit

(Refer to Form EPIP 4103-3 and log all actions)

3.4.1 Notify the superintendent of the affected unit if available.

3.4.2 Report to the Control Room/TSC.

3.5 Managers and Director

3.5.1 The on-call Managers and Directors, upon receiving a radiopage of a Charlie-Two classification will call one of the three telephone recorders listed in SF-121 and leave a message that they received the radiopage and are coming into the station to report to their designated location.

Director of Station Emergency Operations - Emergency Operations Facility

Mgr. of Control Room Operations - Respective Control Room

Mgr. of Public Information - Emergency Operations Facility

Mgr. of Radiological Consequence Assessment - Emergency Operations Facility

Mgr. of Technical Support - Respective Technical Support Center

Mgr. of External Communications - Emergency Operations Facility

Mgr. of Security - On Site Operational Support Center/On-Site Resource Center and at the CPF.

Mgr. On-site Resources - If Off-Site Report to the Emergency Operations Facility (If onsite, report to the Resource Center in the CPF.

Mgr. of Engineering Support - Emergency Operations Facility

NOTE: Personnel reporting to the EOF should enter through the north door (decontamination area) and perform a whole body frisk prior to entering the EOF general area. Activate EOF if necessary in accordance with EPIP 4304. Protective clothing is available in the EOF to allow activation of the EOF by personnel who may be contaminated. If time permits, contaminated personnel should enter through the decontamination area entrance and ensure they are clean prior to entering the EOF operations area.

3.6 Duty Health Physics Technician(s)

(Record all data)

- 3.6.1 Report to the Control Room.
- 3.6.2 Perform on-site survey, if necessary. (EMT #1)
- 3.6.3 Copy survey results and give the Shift Supervisor a copy.
- 3.6.4 Report to the Manager of Radiological Consequence Assessment at the Emergency Operations Facility with original survey data.

3.7 On-site Personnel

3.7.1 ACTION BY NNECO "E" BADGE PERSONNEL

- 3.7.1.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the On-Site Resources Center at the Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and

those wearing protective clothing should report to the designated area on the east side of the CPF assembly area. These individuals should minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.

- 3.7.1.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.
- 3.7.1.3 If outside the protected area, report to the Northwest Assembly Area
- 3.7.1.4 Emergency Organization personnel should report to their assigned areas.
- 3.7.1.5 The Director shall establish the route for essential personnel to get to the Emergency Operations Facility from the Site, the Condensate Polishing Facility Resources/Operational Support Areas, or Northwest Assembly Area.

NOTE: Some options available to the Director are:

- a. Personal vehicles
- b. Company vehicles
- c. Security vehicles
- d. Stone & Webster vehicles
- e. Local Bus Companies
- f. Local Cab Companies
- g. Walk - through PAP/AAP or through CPF and Unit 3 Site.

3.7.1.6 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.2 ACTION BY "C" BADGE NNECO CONSTRUCTION PERSONNEL

- 3.7.2.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the On-Site Operational Support Center at the Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF Assembly Area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the ECF for decontamination.
- 3.7.2.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.
- 3.7.2.3 If outside the protected area, report to the Northwest Assembly Area.
- 3.7.2.4 The Director shall establish the route for essential personnel to get to either personal vehicles or company provided vehicles for transport to the Emergency

Operations Facility from the Condensate Polishing Facility Resource/Operational Support Areas or Northwest Assembly Area.

- 3.7.2.5 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.3 ACTION BY "V" BADGE PERSONNEL

- 3.7.3.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the On-Site Operational Support Center Area for visitors at the Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF Assembly Area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.
- 3.7.3.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.
- 3.7.3.3 If outside the protected area, report to the Northwest Assembly Area.

- 3.7.3.4 The Director shall establish the route for essential personnel to get to either personal vehicles or company provided vehicles for transport to the Emergency Operations Facility from the Condensate Polishing Facility Resource/Operational Support Areas or Northwest Assembly Area.
- 3.7.3.5 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.
- 3.7.4 Personnel Reporting to Site (Called-In)
 - 3.7.4.1 Called in personnel report to the Emergency Operations Facility.
- 3.7.5 Unit 3 Construction Personnel
 - 3.7.5.1 When the evacuation signal is given all Stone & Webster and subcontractor personnel, regardless of location of change buildings or daily parking areas, immediately cease work, secure all tools, equipment, and proceed directly to the Brass Alleys. They came through when entering the site.
 - 3.7.5.2 All manual personnel, after checking out with the Timekeeping Department, will immediately proceed to the Northwest Manual Parking Area where they will assemble by craft and receive further instructions from craft supervisors.
 - 3.7.5.3 General Foremen and Foremen conduct an accountability check for all personnel

under their control at the Assembly area assigned Assembly Area. Members of the Timekeeping Department will contact the appropriate General Forman/Formen to determine the last known location of those personnel which Timekeeping cannot account for.

- 3.7.5.4 All non-manual personnel check out through Stone & Webster Security and immediately assemble at the Northwest Assembly Area and await further instructions.
- 3.7.5.5 Assemble and await Millstone monitoring personnel who will conduct personnel surveys and arrange for off-site release of all personnel.
- 3.7.6 Non-Badged Personnel Outside Protected Areas
 - 3.7.6.1 Report to the Northwest Assembly Area.
- 3.7.7 Station Nurse
 - 3.7.7.1 Report to the On-Site Resources Center (RC/CPF)
- 3.7.8 EMT's
 - 3.7.8.1 Report to the Emergency Operations Facility.
- 3.7.9 Millstone Telephone Operator

Notify the Control Rooms that the switchboard will be in night service. Report to the Emergency Operations Facility. Man the Millstone switchboards at the EOF.
- 3.7.10 On Call Electricians
 - 3.7.10.1 When the evaluation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistants' Office.

3.7.10.2 On call electricians not onsite (i.e. running errand to Niantic) should report to the EOF.

3.7.11 On Call Mechanics

3.7.11.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistants' Office.

3.7.11.2 On call mechanics not onsite (i.e.-running errand to Niantic) should report to the EOF.

3.7.12 On Call I&C Technician

3.7.12.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistants' Office.

3.7.12.2 On call I&C technician not onsite (i.e.-running errand to Niantic) should report to the EOF.

3.7.13 On Call Chemistry Technician

3.7.13.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office.

3.7.13.2 On call Chemistry Technician not onsite (i.e. - running errand to Niantic) should report to the EOF.

3.7.14 On Call Operator

3.7.14.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office.

3.7.14.2 On call Operator not onsite (i.e.-running errand to Niantic) should report to the EOF.

3.8 Security Personnel

- 3.8.1 Secure all posts except CAS, SAS, CPF AAP, AAP, PAP Man doors 144, 200, 101, and 201.
- 3.8.2 Except for the door posts secure each of the remaining security posts if its local area monitor alarms or if the local dose rate meter exceeds 100 mr/hr. For the door posts, monitor dosimeters and secure the post if the accumulated dose during the emergency exceeds 100 mr.
- 3.8.3 All security personnel not on post report to the CPF On-Site Resources Center Area.
- 3.8.4 Man northwest door of the CPF (Warehouse 5) †, allow personnel to enter from outside.

3.9 Other Unit Shift Supervisor/Designee

(Log all actions)

- 3.9.1 Provide an EMT member to the affected unit.
- 3.9.2 Monitor essential unit parameters, such as area radiation monitors and airborne radioactive levels.
- 3.9.3 Secure ventilation, as required, to avoid pulling in airborne contaminants from the affected unit.
- 3.9.4 Notify respective unit Duty Officer in absence of higher supervision of significant problems associated with the unit.

4. SUBSEQUENT ACTION

4.1 Shift Supervisor/Designee of Affected Unit

(Refer to Form EPIP 4103-1 and log all actions)

- 4.1.1 Continue to assess the condition of the unit.
- 4.1.2 Transfer responsibilities as the Director of Station Emergency Operation to the on-call director upon his arrival at the EOF.
- 4.1.3 Assume position of Manager of Control Room Operations and request any required support from the Manager of Technical Support or the Director of Station Emergency Operations.

- 4.1.4 Keep Director of Station Emergency Operations informed as to the status of the unit. Continuously monitor operating conditions, reassess and take appropriate corrective actions.
- 4.1.5 Upon being notified by the Director of Station Emergency Operations announce over P.A. System to terminate the Site Emergency.
- 4.2 Other Personnel
 - 4.2.1 Operations personnel located in the respective Immediate Response Operations Support Center await direction from the respective Manager of Control Room Operations.
 - 4.2.2 Station personnel in the On-Site Resources Center and On-Site Operational Support Center await direction from the Manager of On-Site Resources.
- 4.3 Shift Technical Advisor/SSSA

(Log all actions)

 - 4.3.1 Continue to provide assessment to the Shift Supervisor. (Affected Unit STA)
 - 4.3.2 The non-affected Unit STA/SSSA (or designated management representative) maintain continuous channel communications with the NRC until relieved by the Manager of External Communications.
- 4.4 Duty Officer of Affected Unit

(Log all actions)

 - 4.4.1 Upon arrival at the Station, assume the position of Manager of Technical Support.
 - 4.4.2 Verify initial determination of the incident class made by the Shift Supervisor. Make recommendations to the Shift Supervisor on changing the emergency classification and/or State Class Code, if necessary.
 - 4.4.3 If arriving before the on-call Director of SEO has taken charge, relieve the Shift Supervisor of administrative control of the station. The Shift

Supervisor remains the Director of SEO until relieved by the on-call director.

4.5 Director of Station Emergency Operations (SEO) (Log all actions - Refer to Checklist Form EPIP 4103-4)

- 4.5.1 Upon arrival at the EOF, establish communications with other managers in the EOF, the Manager Of Onsite Resources (in the CPF area) and the Manager Of Technical Support (in the TSC). Contact the control room to ascertain the events' status.
- 4.5.2 When sufficient information has been gathered, brief the EOF managers (and other personnel as appropriate) on the situation and the functions they are expected to perform.
- 4.5.3 When satisfied that the EOF is properly activated, notify the shift supervisor of the affected unit that you have assumed the function of Director Of Site Emergency Operations. Notify the Duty Officer that you have assumed administrative control of the Station.

NOTE: When present, the Station Superintendent may relieve the designated Direction of Station Emergency Operations.

- 4.5.4 Initiate use of the logbook and tape recorder and record data and communications including time of occurrences.
- 4.5.5 Establish communication with all Managers and the Director of Corporate Emergency Operations (when available).
- 4.5.6 Contact Manager of On-Site Resources and request person be provided to perform the logging function.
- 4.5.7 For any Manager position not manned as determined in Step 4.5.4, have Manager of On-Site Resources contact designated on call Manager or qualified replacement.
 - 4.5.7.1 Designate a trained EMT member to dispatch Teams 2 and 3 if the Manager of

Radiological consequence Assessment has not arrived. (Team 3 should be dispatched in the downwind direction)

- 4.5.8 Coordinate site emergency actions to: (if possible)
 - 4.5.8.1 Stop or minimize the source of the problem.
 - 4.5.8.2 Contain the results of the problem.
 - 4.5.8.3 Evaluate the results of the problem.
 - 4.5.8.4 Clean up the results of the problem and restore the Station to a normal condition.
- 4.5.9 During the course of the emergency, ensure periodic update information is relayed to the following personnel on at least an hourly basis and , as necessary (include meteorological assessments and dose estimates of any actual releases).
 - 4.5.9.1 Director of Corporate Emergency Operations
 - 4.5.9.2 Manager of External Communications
 - 4.5.9.3 Manager of Public Information
- 4.5.10 Consider requesting outside assistance of the following groups using the Manager of External Communications:
 - 4.5.10.1 Waterford Police - use RED hot line
 - 4.5.10.2 Waterford Fire and Ambulance Department
- use RED hot line
 - 4.5.10.3 State Police - use BLUE hot line
 - 4.5.10.4 Radiation Management Corporation
 - 4.5.10.5 Lawrence and Memorial Hospital
Ext.
 - 4.5.10.6 U. S. Coast Guard
 - 4.5.10.7 ANI/MAELU (NELPIA) (for financial assistance)
 - 4.5.10.8 Refer also to SF-109, Agency Call List.
 - 4.5.10.9 INPO Support functions
Ref: INPO functions listed in SF-109, Agency Call List.

- 4.5.11 Coordinate and direct outside assistance groups arriving on site.
- 4.5.12 At least hourly and as necessary, ensure the following organizations are or have been notified of the Station's condition using the Manager of External Communications.
 - 4.5.12.1 Appropriate outside groups, agencies, and public officials - using radiopage & telephone recorders.
 - 4.5.12.2 NRC resident inspector
 - 4.5.12.3 NRC - use WHITE hot line
 - 4.5.12.4 U. S. Coast Guard -
 - 4.5.12.5 AMTRAK - Chief Train Dispatcher (Boston)

 - 4.5.12.6 Lawrence and Memorial Hospital (Emergency Room Charge Nurse)
 - 4.5.12.7 Radiation Management Corporation

 - 4.5.12.8 INPO Support Functions (See SF-109)
- 4.5.13 Based on calculated and field measurements of offsite releases, recommend protective actions to the State in accordance with Station Form 106.
- 4.5.14 Verify that all personnel in the protected area have been accounted for as per Step 4.12.3. Initiate search and rescue parties, as necessary, to located missing personnel.
- 4.5.15 Based on existing and potential conditions and results, consider either reducing, or maintaining the Site Area emergency classification using the EAL's contained in OP 501 and OP 2501, Incident Assessment and Classification.

- 4.5.16 During the course of the incident, refer to the 4200 series procedures as appropriate.
 - 4.5.17 Authorize exposures to emergency workers in excess of administrative limits as necessary. Emergency sampling should not be performed if it results in workers exceeding administrative limits.
 - 4.5.18 Designate evacuation routes if site evacuation becomes necessary.
 - 4.5.19 Consult with the NRC State and corporate representatives on a periodic basis.
 - 4.5.20 Resolve questions concerning unit operating license requirements with NRC representatives.
 - 4.5.21 After incident and unit conditions have been stabilized to allow the terminating of the Site Emergency, confirm with Director of Corporate Emergency Operations and notify all emergency site managers to secure posts and return to normal operation. In addition have the Manager of External Communications contact all outside groups notified during the emergency with a summary of the Station's condition and intentions.
 - 4.5.22 Complete the Plant Incident Report in accordance with ACP 10.01.
- 4.6 Manager of Control Room Operations - Affected Unit
(Log all actions, refer to Form EPIP 4103-1)
- 4.6.1 Continue to perform the actions specified in Section 4.1.
 - 4.6.2 Provide information and recommendations on accident recovery to the Director of Station Emergency Operations.
 - 4.6.3 Consider overriding certain security doors to allow expedient resolution of any unit problem.
- 4.7 Manager of Control Room Operations - Non-Affected Unit
(Log all actions)

- 4.7.1 Continue to monitor essential unit parameters and operate the unit in a safe manner taking into consideration the possible affects of the affected unit on his unit's continued safe operation.
 - 4.7.2 Provide periodic information on status of his unit to Director of Station Emergency Operations.
 - 4.7.3 Consider overriding certain security doors to allow expedient resolution of any unit problem.
- 4.8 Manager of Radiological Consequence Assessment
(Log all actions - Refer to Checklist, Form EPIP 4103-5)
- 4.8.1 Establish communications with the Director of Station Emergency Operations. Turn on portable security radio, determine channel being used, and monitor communications.
 - 4.8.2 Collect and evaluate radiological data from the duty Health Physics Technician (on site Team #1).
 - 4.8.3 Request Manager of On-Site Resources to provide appropriate number of EMTS for on-site and off-site monitoring (App. 10 EMTS).
 - 4.8.4 Contact the affected unit Control Room and request data of actual and potential radioactive release data including meteorological data.
 - 4.8.5 Provide individual to distribute dosimetry as necessary.
 - 4.8.6 Using available H.P. Technicians, initiate operation of the PING air monitors in the Emergency Response Centers.
 - 4.8.6.1 Unit 1 Control Room
 - 4.8.6.2 Unit 2 Control Room
 - 4.8.6.3 Unit 1 Technical Support Center
 - 4.8.6.4 Unit 2 Technical Support Center
 - 4.8.6.5 Emergency Operations Facility
 - 4.8.6.6 CPF Resources and Operational Support Center Areas.

- 4.8.7 Using available qualified EMT's determine radiation dose rate and I^{131} levels (EPIP 4207) in the following areas. (Survey downwind areas first)
- 4.8.7.1 CPF Resources and Operational Support Center Areas.
 - 4.8.7.2 Operations Support Center in the Operations Assistant's Office.
 - 4.8.7.3 Unit 1 Control Room
 - 4.8.7.4 Unit 2 Control Room
 - 4.8.7.5 Technical Support Center (Unit 1)
 - 4.8.7.6 Technical Support Center (Unit 2)
 - 4.8.7.7 CAS
 - 4.8.7.8 SAS
 - 4.8.7.9 PAP
 - 4.8.7.10 AAP
 - 4.8.7.11 Emergency Operations Facility
- Consider evacuating any area with radiation dose rates greater than 10 mr/hr or I^{131} levels greater than 10 X MPC (10 MPC = 9×10^{-8} uc/cc) but evacuate or take protective measures in time to avoid anyone receiving greater than 500 mr whole body or 500 I^{131} MPC hours.
- (Recommend moving the Emergency Operations Facility and equipment to the Corporate EOC (N101) in Berlin. (If such levels exist)
- 4.8.8 Inform Director of Station Emergency Operations and dispatch On-Site Team 3 in accordance with EPIP 4205 to collect samples from the Site Boundary.
- 4.8.9 Inform Director of Site Emergency Operations and dispatch On-Site Team #2 in accordance with EPIP 4204 to the Northwest Assembly Area. Consider sending a second EMT #2 Team to the On-Site Resources Area at the CPF. EMT #2 kit is located there.
- 4.8.10 Initiate control of food and water supplies on-site as necessary.

- 4.8.11 Inform Director of Site Emergency Operation and dispatch off-site teams 4 and 5 to survey downwind areas specified by the manager in accordance with EPIP 4206.
- 4.8.12 Determine the magnitude of actual or potential releases using EPIP 4201 and the projected dose to the thyroid and whole body. Correlate results to protective action guidelines on SF-106 and relay applicable incident class to the Director of Site Emergency Operations for transmittal of the State and Waterford Police the NRC and the Director of NUSCo Emergency Operations using hot lines.
- 4.8.13 Periodically inform Director of Station Emergency Operations of the results of radiological surveys and of any projections or problems. Request additional assistance from the offsite assistance companies as necessary.
- 4.8.14 Based on radiological results, consider recommending escalating to a more severe class or reducing the emergency class.
- 4.8.15 If I^{131} levels are greater than 1×10^{-5} uc/cc for one hour, recommend to Manager of Site Emergency Operations the issuance potassium iodide pills to the personnel.
- 4.8.16 Prior to allowing any personnel to leave the assembly areas ensure Health Physics team is established to survey the personnel for contamination. Collect dosimetry if personnel are leaving site.
- 4.8.17 Direct and coordinate with the Director of Station Emergency Operations the radiological support for emergency re-entry operations and/or search and rescue.

4.9 Manager of Technical Support

(Log all actions, refer to checklist Form EPIP 4103-3)

- 4.9.1 Establish communications with the respective Control Room and the Corporate Manager of Technical Support.
- 4.9.2 Determine need for additional expertise and request Manager of On-Site Resources to provide such personnel.
- 4.9.3 Monitor and analyze unit condition and status and provide operational guidance to the Manager of Control Room Operations.
- 4.9.4 Develop any required abnormal operating and emergency procedures for the respective unit.
- 4.9.5 Provide the Director of Station Emergency Operations with an independent analysis of the status of the respective unit.

4.10 Manager of External Communications

(Log all communications, refer to checklist Form EPIP 4103-7)

- 4.10.1 Establish communications with all Station Managers and the Director of Station Emergency Operations.
- 4.10.2 Establish communications with the state EOC.
- 4.10.3 Establish communications with Corporate Manager of External Communications using YELLOW hot line phone.
- 4.10.4 Request Manager of On-Site Resources to provide at least 4 people for telephone communications (if necessary).
- 4.10.5 Relieve STA/SSSA of NRC WHITE hot-line continuous communication requirement and assume control of the radiopager system.
- 4.10.6 Verify that all the required initial calls have been made and determine the content of those calls.
- 4.10.7 As directed by the Director of Station Emergency Operations provide periodic update information to the following:
 - 4.10.7.1 All Site Managers - use intercom
 - 4.10.7.2 Outside groups, agencies, and local officials use radiopage and telephone recorders.

- 4.10.7.3 Corporate EOC - YELLOW hot line
 - 4.10.7.4 NRC - use WHITE hot line
 - 4.10.8 Request off-site assistance in accordance with Step 4.5.9 as directed by the Director of Site Emergency Operations.
 - 4.10.9 Inform selective organizations in accordance with Step 4.5.10 as directed by the Director of Station Emergency Operations.
 - 4.10.10 If necessary, request Manager of On-Site Resources to provide person to monitor radio and television broadcasts and to apprise Director of Station Emergency Operations of news.
- 4.11 Manager of Security
(Log all actions, refer to Form EPIP 4103-8)
- 4.11.1 Establish communications with Manager of On-Site Resources
 - 4.11.2 Account for all personnel located within the Protected Area by the following procedure.
 - 4.11.2.1 Determine which badges are at the AAP, CPF AAP, and the PAP.
 - 4.11.2.2 Determine which badges have been accounted for at the CPF AAP.
 - 4.11.2.3 From Steps 4.11.2.1 and 4.11.2.2, determine which personnel (including security personnel) are still within the protected area.
 - 4.11.2.4 Using radio, telephone or other means, assist the Manager of On-Site Resources in determining the location of all personnel in the protected area.
 - 4.11.3 Verify that all posts within the Protected Area except CAS, SAS, AAP, CPF AAP, PAP and doors 144, 200, 101 and 201 have been secured and that guards have reported to the CPF assembly area.

- 4.11.4 Verify implementation of Procedure SEP-1231.
- 4.11.5 Based on radiological survey results of Step 4.8.5 or by local radiation alarms, ensure that security personnel secure such posts and report to the On-Site Resources Center.
- 4.11.6 Inform Director of Site Emergency Operations of any posts secured due to radiological reasons to determine if Coast Guard should be contacted to monitor the adjacent waterways.
- 4.11.7 Dispatch security officer(s) in a vehicle to the warehouses 3 and 4, office trailers, Refuel Outage Building, Beach and fishing areas, and Environmental Lab to evacuate personnel.
- 4.11.8 Provide security around the Site Emergency Operations Facility and any other area specified by the Director of Site Emergency Operations. See SF 750 for diagram of typical security controls.

4.12 Manager of OnSite Resources

(Log all actions, refer to Form EPIP 4103-9)

- 4.12.1 Establish communications with Director of Site Emergency Operations.
- 4.12.2 Relieve non-affected unit Shift Supervisor of calling in personnel and continue to call in EMT's and necessary personnel as per ACP-1.07. (SF-120)
- 4.12.3 As per Section 4.11.2, provide the completed personnel accountability list to the Director of Station Emergency Operations.
- 4.12.4. Establish the On-Site Resources Area at the CPF and/or EOF. Verify that personnel are assembled in accordance with the marked areas in the CPF assembly area.
- 4.12.5 Fulfill the requests of the Director and Manager for any support personnel.
- 4.12.6 Receive estimate of the time period of the incident from the Director of Station Emergency Operations,

and if necessary, prepare shift schedule for all Managers, Director and support personnel for 24 hour coverage for Director of Station Emergency Operations use.

- 4.12.7 Use guard force personnel to administer any required first aid.
 - 4.12.8 Provide for transportation services as necessary to include vehicles for the EMT's, buses for personnel to be relocated, and transportation of radiological samples. (SF-135)
 - 4.12.9 Provide for commissary services, as necessary. (SF-135)
 - 4.12.10 Provide for housing, as necessary. (SF-135)
 - 4.12.11 Provide qualified personnel for search and rescue teams.
 - 4.12.12 Administer petty cash, expense accounts and payroll matters as needed.
 - 4.12.13 Call in the telephone operator to man the Millstone Emergency Operations Facility telephone consoles, if necessary.
 - 4.12.14 Provide for the transfer of the NOTEPAD terminal to the EOF from the Nuclear Plant Records Facility.
 - 4.12.15 Transfer Onsite Resources to EOF.
- 4.13 Manager of Site Engineering Support
(Log all actions, refer to Form EPIP 4103-10)
- 4.13.1 Establish communications with the Director of Station Emergency Operations.
 - 4.13.2 Using EPIP 4304, verify that the EOF has been activated.
 - 4.13.3 Request selected personnel from the Manager of On-Site Resources to support any site related tasks required by the Director of Station Emergency Operations.
 - 4.13.4 Retrieve any records requested by any of the Managers or the Director of Station Emergency Operations.

- 4.14 Manager of Public Information (Log all actions/refer to Form EPIP 4102-6)
- 4.14.1 Establish communications with the Manager of External Communications.
 - 4.14.2 Establish communications with the Corporate Representative at the Media Center.
 - 4.14.3 Prepare periodic updates and information briefing with Manager of External Communications. This information will be transmitted to the Corporate EOC for review and transmission to the Corporate Representative at the Media Center.
 - 4.14.4 Provide initial non technical notification information requirements of concern to federal/state, local officials and corporate management.
 - 4.14.5 Maintain communications with the Station Emergency Organization Managers and Director providing and obtaining periodic updated information as necessary.
 - 4.14.6 Monitor TV and radio broadcasts as necessary for rumor control.
 - 4.14.7 Translate technical information for non technical people.

5. FIGURES
None

MK/11s

STATION PROCEDURE COVER SHEET

A. IDENTIFICATION

Number EPIP 4104

Rev. 7

Title GENERAL EMERGENCY

Prepared By M. Klein

B. REVIEW

I have reviewed the above procedure and have found it to be satisfactory.

<u>TITLE</u>	<u>SIGNATURE</u>	<u>DATE</u>
<u>DEPARTMENT HEAD</u>	<u>[Signature]</u>	<u>8-17-82</u>
_____	_____	_____
_____	_____	_____

C. UNREVIEWED SAFETY QUESTION EVALUATION DOCUMENTATION REQUIRED:

(Significant change in procedure method or scope as described in FSAR)
(If yes, document in PORC/SORC meeting minutes) YES [] NO []

ENVIRONMENTAL IMPACT
(Adverse environmental impact)
(If yes, document in PORC/SORC meeting minutes) YES [] NO []

D. PORC/SORC APPROVAL

PORC/SORC Meeting Number P2-32

E. APPROVAL AND IMPLEMENTATION

The attached procedure is hereby approved, and effective on the date below:

[Signature]
Station/Service/Unit Superintendent

8/31/82
Effective Date

GENERAL EMERGENCY

Page No.
1-25

Effective Revision
7

1. OBJECTIVE

To provide a procedure which delineates actions to be taken when events are in process or have occurred which involve actual or imminent substantial core degradation or melting with potential for loss of containment integrity.

2. DISCUSSION

This procedure is used for a General Emergency (State class ALPHA or BRAVO). An incident has been classified as a General Emergency using OP 501 or OP 2501.

3. IMMEDIATE ACTION

3.1 Shift Supervisor/Designee of Affected Unit - Upon initiation of a General Emergency will: (Refer to checklist form EPIP 4104-1 and log all actions)

- 3.1.1 Sound the station evacuation siren for one minute. Repeat as necessary.
- 3.1.2 Announce that a general emergency exists and the Unit status over the P.A. System.
- 3.1.3 Carry out applicable Unit operational and/or emergency procedures.
- 3.1.4 Contact the Duty Officer.
- 3.1.5 Contact both Shift Technical Advisors for accident assessment and communications assistance.
- 3.1.6 Notify Security at the Central Alarm Station (yellow intercom - Dial _____) or the the Secondary Alarm Station (yellow intercom - Dial _____ or Ext. _____) of the nature and location of the emergency.
- 3.1.7 Direct the Shift Supervisor of the non-affected Unit to notify by telephone the on-call Directors and Managers. Direct the S.S. of the non-affected Unit to assist the STA/SSSA in notifying and calling in EMT's and the NNECO emergency organization manager and directors who are not on call and any necessary

personnel per ACP 1.07. (Until relieved by the Manager of On-Site Resources). (See Station Form 120)

- 3.1.8 Direct the Shift Supervisor of the non-affected unit to check time sheet for the affected unit operations. Verify through affected unit SS/SCO that all operations personnel of the affected unit are safe. Notify Security at Ext. of the results, including the names of personnel on-duty from both units.
 - 3.1.9 Dispatch an EMT team comprised of the on shift Health Physics Technician and a PEO from the non-affected unit to survey the area around the unit (if necessary. Use the EMT #1 kit provided for this purpose located in the Control Room.
 - 3.1.10 Consider de-escalating the emergency class.
- 3.2 Other Operations Shift Personnel
- 3.2.1 Operations personnel on both units not immediately involved in the emergency report to their respective Immediate Response Operations Support Center in the Operation Assistant's Office.
- 3.3 Shift Technical Advisor/SSSA
- Refer to checklist form EPIP 4104-2 and log all actions)
- 3.3.1 Both STA's report to Control Room immediately.
 - 3.3.2 The STA of the affected unit provides assessment assistance to the Shift Supervisor (SS).
 - 3.3.3 The non-affected unit STA/SSSA provide communications assistance to the S.S. and initiate the telephone recorder system, radiopager and provide "hot line" notification to the NRC in accordance with ACP 1.07, SF-112 and SF-130. The NRC must be notified within 1 hour of the occurrence of the incident. The radiopager system must be initiated for notification within 15 minutes of classification of the incident.

NOTE: In the refueling or cold shutdown operating modes when the STA function is not required, a designated management representative will fulfill the requirement of 3.3.2 and 3.3.3 above.

3.4 Duty Officer of the Affected Unit

(Refer to Form EPIP 4104-3 and log all actions)

3.4.1 Notify the superintendent of the affected unit if available.

3.4.2 Report to the Control Room/TSC.

3.5 Managers and Director

3.5.1 The on-call Managers and Directors, upon receiving a radiopage of a Bravo or Alpha Classification will call one of the three telephone recorders listed in SF-121 and leave a message that they received the radiopage and will be reporting to their designated location.

Director of Station Emergency Operations - Emergency Operations Facility

Mgr. of Control Room Operations - Respective Control Room

Mgr. of Public Information - Emergency Operations Facility

Mgr. of Radiological Consequence Assessment - Emergency Operations Facility

Mgr. of Technical Support - Respective Technical Support Center

Mgr. of External Communications - Emergency Operations Facility

Mgr. of Security - On-site Operational Support Center/On-site Resource Center areas in the CPF.

Mgr. On-site Resources - If Off-Site report to the Emergency Operations Facility (If onsite, report to the CPF Resources Area.

Mgr. of Engineering Support - Emergency Operations Facility

NOTE: Personnel reporting to the EOF should enter through the north door (decontamination area) and perform a whole body frisk prior to entering the EOF general area. Activate EOF if necessary in accordance with EPIP 4304. Protective clothing is available in the EOF to allow activation of the EOF by personnel who may be contaminated. If time permits, contaminated personnel should enter through the decontamination area entrance and ensure they are clean prior to entering the EOF operations area.

3.6 Duty Health Physics Technician(s)

(Record all data)

- 3.6.1 Report to the Control Room.
- 3.6.2 Perform on-site survey, if necessary. (EMT #1)
- 3.6.3 Copy survey results and give the Shift Supervisor a copy.
- 3.6.4 Report to the Manager of Radiological Consequence Assessment at the Emergency Operations Facility with original survey data.

3.7 On-site Personnel

- 3.7.1 ACTION BY NNECO "E" BADGE PERSONNEL

- 3.7.1.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the On-site Resources Center at the Condensate Polishing Facility/Warehouse 5. Personnel who are contaminated and those wearing protective clothing should report to the designated area on the east side of the CPF assembly area. These individuals should minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.
- 3.7.1.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.
- 3.7.1.3 If outside the protected area, report to the Northwest Assembly Area.
- 3.7.1.4 Emergency Organization personnel should report to their assigned areas.
- 3.7.1.5 The Director shall establish the route for essential personnel to get to the Emergency Operations Facility from the Condensate Polishing Facility Resources/Operational Support Areas or Northwest Assembly Area.

NOTE: Some options available to the Director are:

- a. Personnel vehicles
- b. Company vehicles
- c. Security vehicles

- d. Stone & Webster vehicles
- e. Local Bus Companies
- f. Local Cap Companies
- g. Walk - through PAP/AAP or through CPF and Unit 3 Site.

3.7.1.6 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.2 ACTION BY "C" BADGE NNECO CONSTRUCTION PERSONNEL

3.7.2.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the CPF Assembly Area for crafts (Condensate Polishing Facility/Warehouse 5). Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF Assembly Area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.

3.7.2.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn them in to Health Physics or Security personnel.

3.7.2.3 If outside the protected area, report to the Northwest Assembly Area.

- 3.7.2.4 The Director shall establish the route for essential personnel to get to either personal vehicles or company provided vehicles for transport to the Emergency Operations Facility from the Condensate Polishing Facility Resources Center/Operational Support areas or Northwest Assembly Area.
- 3.7.2.5 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.3 ACTION BY "V" BADGE PERSONNEL

- 3.7.3.1 If inside the protected area or inside the Condensate Polishing Facility/Warehouse 5, report to the On-site Operational Support Center Area for visitors (Condensate Polishing Facility/Warehouse 5). Personnel who are contaminated and those wearing protective clothing report to the designated area on the east side of the CPF Assembly Area. Minimize contact with other personnel until monitored and/or decontaminated by Health Physics. If necessary, contaminated personnel will be provided with clean paper suits and transported to the EOF for decontamination.
- 3.7.3.2 Personnel evacuating the protected area should turn in their security badge at the access point and maintain their TLD and pocket ion chamber until instructed to turn

them in to Health Physics or Security personnel.

- 3.7.3.3 If outside the protected area, report to the Northwest Assembly Area.
- 3.7.3.4 The Director shall establish the route for essential personnel to get to either personal vehicles or company provided vehicles for transport to the Emergency Operations Facility from the Condensate Polishing Facility Resources Center/Operational Support areas or Northwest Assembly Area.
- 3.7.3.5 The Director shall establish the best route available for personnel who are not essential to exit the site. If personal vehicles are not accessible, arrangements can be made with local bus companies to transport personnel to an offsite location where arrangements for transportation home can be made.

3.7.4 Personnel Reporting to Site (Called-In)

- 3.7.4.1 Called in personnel report to the Emergency Operations Facility.

3.7.5 Unit 3 Construction Personnel

- 3.7.5.1 When the evacuation signal is given all Stone & Webster and subcontractor personnel, regardless of location of change buildings or daily parking areas, immediately cease work, secure all tools, equipment, and proceed directly to the brass alleys they came through when entering the site.
- 3.7.5.2 All manual personnel, after checking out with the Timekeeping Department, will immediately proceed to the Northwest Manual

Parking Area where they will assemble by craft and receive further instructions from craft supervisors.

- 3.7.5.3 General Foremen and Foremen conduct an accountability check for all personnel under their control at the Assembly Area Assigned. Members of the Timekeeping Department will contact the appropriate General/Foreman to determine the last known location of those personnel which timekeeping cannot account for.
- 3.7.5.4 All non-manual personnel will check out through Stone & Webster Timekeeping window they entered the area and immediately assemble at the non-manual and Parking lot and await further instructions.
- 3.7.5.5 Assemble and await Millstone monitoring personnel who will conduct personnel surveys and arrange for off-site release of all personnel.
- 3.7.6 Non-Badged Personnel Outside Protected Areas
 - 3.7.6.1 Report to the Northwest Assembly Area.
- 3.7.7 Station Nurse
 - 3.7.7.1 Report to the On-site Resources Center (RC/CPF)
- 3.7.8 EMT's
 - 3.7.8.1 Report to the Emergency Operations Facility.
- 3.7.9 Millstone Telephone Operator

Notify the Control Room that the switchboard will be in night service. Report to the Emergency Operations Facility. Man the Millstone switchboards at the EOF.
- 3.7.10 On Call Electricians
 - 3.7.10.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate

Response Operation Support Center at the Operation Assistant's Office.

3.7.10.2 On call electricians not onsite (ie-running errand to Niantic) should report to the EOF.

3.7.11 On Call Mechanics

3.7.11.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office.

3.7.11.2 On call mechanics not onsite (ie-running errand to Niantic) should report to the EOF.

3.7.12 On Call I&C Technician

3.7.12.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office.

3.7.12.2 On Call I&C technician not onsite (ie-running errand to Niantic) should report to the EOF.

3.7.13 On Call Chemistry Technician

3.7.13.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office.

3.7.13.2 On call Chemistry Technician not onsite (ie-running errand to Niantic) should report to the EOF.

3.7.14 On Call Operator

3.7.14.1 When the evacuation alarm is initially sounded, if onsite report to the Immediate Response Operation Support Center at the Operation Assistant's Office.

3.7.14.2 On call Operator not onsite (i.e.-running errand to Niantic) should report to the EOF.

3.8 Security Personnel

- 3.8.1 Secure all posts except CAS, SAS, CPF AAP, AAP, PAP Man doors 144, 200, 101, and 201.
- 3.8.2 Except for the door posts secure each of the remaining security posts if its local area monitor alarms or if the local dose rate meter exceeds 100 mr/hr. For the door posts, monitor dosimeters and secure post if the accumulated dose during the emergency exceeds 100 mr.
- 3.8.3 All security personnel not on post report to the CPF On-site Resources Center Area.
- 3.8.4 Man northwest door of the CPF (Warehouse 5) to allow personnel to enter from outside.

3.9 Other Unit Shift Supervisor/Designee

(Log all actions)

- 3.9.1 Provide an EMT member to the affected unit.
- 3.9.2 Monitor essential unit parameters, such as area radiation monitors and airborne radioactive levels.
- 3.9.3 Secure ventilation, as required, to avoid pulling in airborne contaminants from the affected unit.
- 3.9.4 Notify respective unit Duty Officer in absence of higher supervision of significant problems associated with the unit.

4. SUBSEQUENT ACTION

4.1 Shift Supervisor/Designee of Affected Unit

(Refer to Form EPIP 4104-1 and log all actions)

- 4.1.1 Continue to assess the condition of the unit.
- 4.1.2 Transfer responsibilities as the Director of Station Emergency Operations to the on-call Director upon his arrival at the EOF.

- 4.1.3 Assume position of Manager of Control Room Operations and request any required support from the Manager of Technical Support or the Director of Station Emergency Operations.
- 4.1.4 Keep Director of Station Emergency Operations informed as to the status of the unit. Continuously monitor operating conditions, reassess and take corrective actions as necessary.
- 4.1.5 Upon being notified by the Director of Station Emergency Operations announce over P.A. System to terminate the General Emergency.
- 4.2 Other Personnel
 - 4.2.1 Operation personnel located in the respective Immediate Response Operations Support Center await direction from the respective Manager of Control Room Operations.
 - 4.2.2 Station personnel in the On-Site Resources Center and On-Site Operational Support Center await direction from the Manager of On-Site Resources.
- 4.3 Shift Technical Advisor/SSSA

(Refer to Form EPIP 4104-2 and log all actions)

 - 4.3.1 Continue to provide assessment to the Shift Supervisor. (Affected Unit SiA)
 - 4.3.2 The non-affected Unit STA/SSSA (or designated management representative) maintain continuous channel communications with the NRC until relieved by the Manager of External Communications.
- 4.4 Duty Officer of Affected Unit

(Log all actions, Refer to checklist Form EPIP 4104-3)

 - 4.4.1 Upon arrival at the Station, assume the position of Manager of Technical Support.
 - 4.4.2 Verify initial determination of the incident class made by the Shift Supervisor. Make recommendations to the Shift Supervisor on changing the emergency classification and/cr State class code, if necessary.

4.4.3 If arriving before the on-call Director of SEO has taken charge, relieve the Shift Supervisor of administrative control of the Station. The Shift Supervisor remains the Director of SEO until relieved by the on-call Director.

4.5 Director of Site Emergency Operations (SEO) Log All Actions
(Refer to Checklist Form EPIP 4104-4)

4.5.1 Upon arrival at the EOF, establish communications with other managers in the EOF, the Manager Of Onsite Resources (in the CPF Area) and the Manager Of Technical Support (in the TSC). Contact the Control Room to ascertain the event's status.

4.5.2 When sufficient information has been gathered, brief the EOF managers (and other personnel as appropriate) on the situation and the functions they are expected to perform.

4.5.3 When satisfied that the EOF is properly activated, notify the Shift Supervisor of the affected unit that you have assumed the function of Director of Site Emergency Operations. Notify the Duty Officer that you have assumed administrative control of the station.

NOTE: When present, the Station Superintendent may relieve the designated Director of Station Emergency Operations.

4.5.4 Initiate use of the logbook and tape recorder and record data and communications including time of occurrences.

4.5.5 Establish communication with all Managers and the Director of Corporate Emergency Operations (when available).

4.5.6 Contact Manager of On-Site Resources and request person be provided to perform the logging function.

- 4.5.7 For any Manager position not manned as determined in Step 4.5.4, have Manager of On-Site Resources contact designated on call Manager or qualified replacement.
 - 4.5.7.1 Designate a trained EMT member to dispatch Teams 2 and 3 if the Manager of Radiological Consequence Assessment has not arrived. (Team 3 should be dispatched in the downwind direction.)
- 4.5.8 Coordinate site emergency actions to: (if possible)
 - 4.5.8.1 Stop or minimize the source of the problem.
 - 4.5.8.2 Contain the results of the problem.
 - 4.5.8.3 Evaluate the results of the problem.
 - 4.5.8.4 Clean up the results of the problem and restore the Station to a normal condition.
- 4.5.9 During the course of the emergency, ensure periodic update information is relayed to the following personnel on at least an hourly basis, and as necessary (include meteorological assessments and dose estimates of any actual releases).
 - 4.5.9.1 Director of Corporate Emergency Operations
 - 4.5.9.2 Manager of External Communications
 - 4.5.9.3 Manager of Public Information
- 4.5.10 Consider requesting outside assistance of the following groups using the Manager of External Communications:
 - 4.5.10.1 Waterford Police - use RED hot line
 - 4.5.10.2 Waterford Fire and Ambulance Department - use RED hot line
 - 4.5.10.3 State Police - use BLUE hot line
 - 4.5.10.4 Radiation Management Corporation
 - 4.5.10.5 Lawrence and Memorial Hospital Ext.
 - 4.5.10.6 U. S. Coast Guard -

- 4.5.10.7 Amtrak - Chief Train Dispatcher (Boston)
- 4.5.10.8 INPO support functions
- 4.5.10.9 ANI/MAELU (NELPIA) (For Financial Assistance)
- 4.5.10.10 Refer also to SF-109, Agency Call List.
- 4.5.11 Coordinate and direct outside assistance groups arriving on site.
- 4.5.12 At least hourly and as necessary, ensure the following organizations are or have been notified of the Station's condition using the Manager of External Communications.
 - 4.5.12.1 Appropriate outside groups, agencies and public officials - using radiopage and telephone recorders.
 - 4.5.12.2 NRC resident inspector
 - 4.5.12.3 NRC - use WHITE hot line
 - 4.5.12.4 U. S. Coast Guard -
 - 4.5.12.5 AMTRAK - Chief Train Dispatcher (Boston)
 - 4.5.12.6 Lawrence and Memorial Hospital - (Emergency Room Charge Nurse)
 - 4.5.12.7 Radiation Management Corporation
 - 4.5.12.8 INPO Support Functions
Ref: INPO functions listed in SF-109, Agency Call List.
- 4.5.13 Based on calculated and field measurements of offsite releases, recommend protective actions to the State in accordance with Station Form 106.
- 4.5.14 Verify that all personnel in the protected area have been accounted for as per Step 4.12.3. Initiate search and rescue parties, as necessary, to locate missing personnel.

- 4.5.15 Based on existing and potential conditions and results, consider either reducing, or maintaining the emergency classification using the EML's contained in OP 501 and OP 2501, Incident Assessment and Classification.
 - 4.5.16 During the course of the incident, refer to the 4200 series procedures as appropriate.
 - 4.5.17 Authorize exposures to emergency workers in excess of administrative limits as necessary. Emergency sampling should not be performed if it results in workers exceeding administrative limits.
 - 4.5.18 Designate evacuation routes if site evacuation becomes necessary.
 - 4.5.19 Consult with the NRC, State and Corporate representatives on a periodic basis.
 - 4.5.20 Resolve questions concerning unit operating license requirements with NRC representatives.
 - 4.5.21 After incident and unit conditions have been stabilized to allow the terminating of the General Emergency, confirm with Director of Corporate Emergency Operations and notify all emergency site managers to secure posts and return to normal operation. In addition, have the Manager of External Communications contact all outside groups notified during the emergency with a summary of the Station's condition and intentions.
 - 4.5.22 Complete the Plant Incident Report in accordance with ACP 10.01.
- 4.6 Manager of Control Room Operations - Affected Unit
(Log all actions, refer to Form EPIP 4104-1)
- 4.6.1 Continue to perform the actions specified in Section 4.1.
 - 4.6.2 Provide information and recommendations on accident recovery to the Director of Station Emergency Operations.

- 4.6.3 Consider overriding certain security doors to allow expedient resolution of any unit problem.
- 4.7 Manager of Control Room Operations - Non-Affected Unit
(Log all actions)
 - 4.7.1 Continue to monitor essential unit parameters and operate the unit in a safe manner taking into consideration the possible affects of the affected unit on his unit's continued safe operation.
 - 4.7.2 Provide periodic information on status of his unit to Director of Station Emergency Operations.
 - 4.7.3 Consider overriding certain security doors to allow expedient resolution of any unit problem.
- 4.8 Manager of Radiological Consequence Assessment
(Log all actions - Refer to Checklist, Form EPIP 4104-5)
 - 4.8.1 Establish communications with the Director of Station Emergency Operations. Turn on portable security radio, determine channel being used, and monitor communications.
 - 4.8.2 Collect and evaluate radiological data from the duty Health Physics Technician (on site Team #1).
 - 4.8.3 Request Manager of On-Site Resources to provide appropriate number of EMTS for on-site and off-site monitoring (App. 10 EMTS).
 - 4.8.4 Contact the affected unit Control Room and request data of actual and potential radioactive release data including meteorological data.
 - 4.8.5 Provide individual to distribute dosimetry as necessary.
 - 4.8.6 Using available H.P. Technicians, initiate operation of the PING air monitors in the Emergency Response Centers.
 - 4.8.6.1 Unit 1 Control Room
 - 4.8.6.2 Unit 2 Control Room
 - 4.8.6.3 Unit 1 Technical Support Center

- 4.8.6.4 Unit 2 Technical Support Center
- 4.8.6.5 Emergency Operations Facility
- 4.8.6.6 CPF Resources and Operational Support Center Areas
- 4.8.7 Using available qualified EMT's determine radiation dose rate and I¹³¹ levels (EPIP 4207) in the following areas. (Survey downwind areas first)
 - 4.8.7.1 Operations Support Center in the Operations Assistants' Office.
 - 4.8.7.2 CPF Resources and Operational Support Center Areas.
 - 4.8.7.3 Unit 1 Control Room
 - 4.8.7.4 Unit 2 Control Room
 - 4.8.7.5 Technical Support Center (Unit 1)
 - 4.8.7.6 Technical Support Center (Unit 2)
 - 4.8.7.7 CAS
 - 4.8.7.8 SAS
 - 4.8.7.9 PAP
 - 4.8.7.10 AAP
 - 4.8.7.11 Emergency Operations Facility

Consider evacuating any area with radiation dose rates greater than 10 mr/hr or I¹³¹ levels greater than 10 X MPC (10 MPC = 9×10^{-8} uc/cc) but evacuate or take protective measures in time to avoid anyone receiving greater than 500 mr whole body or 500 I¹³¹ MPC hours.

(Recommend moving the Emergency Operations Facility and equipment to the Corporate EOC (N101) Berlin.

- 4.8.8 Inform Director of Site Emergency Operations and dispatch On-Site Team 3 in accordance with EPIP 4205 to collect samples from the Site Boundary.
- 4.8.9 Inform Director of Site Emergency Operations and dispatch On-Site Team #2 in accordance with EPIP 4204 to the Northwest Assembly Area. Consider sending a

- second EMT #2 Team to the On-site Resources area at the CPF. A spare EMT #2 kit is located there.
- 4.8.10 Initiate control of food and water supplies on-site as necessary.
- 4.8.11 Inform Director of Site Emergency Operation and dispatch off-site teams 4 and 5 to survey downwind areas specified by the manager in accordance with EPIP 4206.
- 4.8.12 Determine the magnitude of actual or potential releases using EPIP 4201 and the projected dose to the thyroid and whole body. Correlate results to protective action guidelines on SF-106 and relay applicable incident class to the Director of Site Emergency Operations for transmittal of the State and Waterford Police the NRC and the Director of NUSCo Emergency Operations using hot lines.
- 4.8.13 Periodically inform Director of Station Emergency Operations of the results of radiological surveys and of any projections or problems. Request additional assistance from the offsite assistance companies as necessary.
- 4.8.14 Based on radiological results, consider recommending reduction or maintenance of the existing emergency classification.
- 4.8.15 If I^{131} levels are greater than 1×10^{-5} uc/cc for one hour, recommend to Manager of Site Emergency Operations the issuance potassium iodide pills to the personnel.
- 4.8.16 Prior to allowing any personnel to leave the assembly areas ensure Health Physics team is established to survey the personnel for contamination. Collect dosimetry if personnel are leaving site.
- 4.8.17 Direct and coordinate with the Director of Station Emergency Operations the radiological support for

emergency re-entry operations and/or search and rescue.

4.9 Manager of Technical Support

(Log all actions refer to checklist Form EPIP 4104-3)

- 4.9.1 Establish communications with the respective Control Room and the Corporate Manager of Technical Support.
- 4.9.2 Determine need for additional expertise and request Manager of On-Site Resources to provide such personnel.
- 4.9.3 Monitor and analyze unit condition and status and provide operational guidance to the Manager of Control Room Operations.
- 4.9.4 Develop any required abnormal operating and emergency procedures for the respective unit.
- 4.9.5 Provide the Director of Station Emergency Operations with an independent analysis of the status of the respective unit.

4.10 Manager of External Communications

(Log all communications refer to checklist Form EPIP 4104-7)

- 4.10.1 Establish communications with all Managers and the Director of Site Emergency Operations.
- 4.10.2 Establish communications with the state EOC
- 4.10.3 Establish communications with Corporate Manager of External Communications using the hot line phone.
- 4.10.4 Request Manager of On-Site Resources to provide at least 4 people for telephone communications (if necessary).
- 4.10.5 Relieve STA/SSSA of NRC WHITE hot-line continuous communication requirement and assume control of the radiopager system.
- 4.10.6 Verify that all the required initial calls have been made and determine the content of those calls.
- 4.10.7 As directed by the Director of Station Emergency Operations provide periodic update information to the following:

- 4.10.7.1 All Site Managers - use intercom
- 4.10.7.2 Outside groups, agencies, and local officials use telephone recorders & radiopage.
- 4.10.7.3 Corporate EOC - YELLOW hot line
- 4.10.7.4 NRC - use WHITE hot line
- 4.10.8 Request off-site assistance in accordance with Step 4.5.9 as directed by the Director of Site Emergency Operations.
- 4.10.9 Inform selective organizations in accordance with Step 4.5.10 as directed by the Director of Station Emergency Operations.
- 4.10.10 If necessary, request Manager of On-Site Resources to provide person to monitor radio and television broadcasts and to apprise Director of Station Emergency Operations of news.

4.11 Manager of Security

(Log all actions, refer to Form EPIP 4104-8)

- 4.11.1 Establish communications with Manager of On-Site Resources
- 4.11.2 Account for all personnel located within the Protected Area by the following procedure.
 - 4.11.2.1 Determine which badges are at the AAP, CPF AAP, and the PAP.
 - 4.11.2.2 Determine which badges have been accounted for at the CPF AAP.
 - 4.11.2.3 From Steps 4.11.2.1 and 4.11.2.2, determine which personnel (including security personnel) are still within the protected area.
 - 4.11.2.4 Using radio, telephone or other means, assist the Manager of On-Site Resources in determining the location of all personnel in the protected area.

- 4.11.3 Verify that all posts within the Protected Area except CAS, SAS, AAP, CPF AAP, PAP and doors 144, 200, 101 and 201 have been secured and that guards have reported to the CPF assembly area.
 - 4.11.4 Verify implementation of Procedure SEP-1231.
 - 4.11.5 Based on radiological survey results of Step 4.8.5 or by local radiation alarms, ensure that security personnel secure such posts and report to the On-Site Resources Center.
 - 4.11.6 Inform Director of Site Emergency Operations of any posts secured due to radiological reasons to determine if Coast Guard should be contacted to monitor the adjacent waterways.
 - 4.11.7 Dispatch security officer(s) in a vehicle to the warehouses 3 and 4, office trailers, Refuel Outage Building, Beach and fishing areas, and Environmental Lab to evacuate personnel.
 - 4.11.8 Provide security around the Site Emergency Operations Center and any other areas specified by the Director of Site Emergency Operations. See SF 750 for diagram of typical security controls.
- 4.12 Manager of Onsite Resources
(Log all actions, refer to Form EPIP 4104-9)
- 4.12.1 Establish communications with Director of Site Emergency Operations.
 - 4.12.2 Relieve non-affective unit Shift Supervisor of calling in personnel and continue to call in EMT's and necessary personnel as per ACP-1.07. (SF-120)
 - 4.12.3 As per Section 4.11.2, provide the completed personnel accountability list to the Director of Station Emergency Operations.
 - 4.12.4 Establish the CPF On-Site Resources at the CPF and/or EOF. Verify that personnel are assembled in accordance with the marked areas in the CPF Assembly Area.

- 4.12.5 Fulfill the requests of the Director and Manager for any support personnel.
 - 4.12.6 Receive estimate of the time period of the incident from the Director of Station Emergency Operations, and if necessary, prepare shift schedule for all Managers, Director and support personnel for 24 hour coverage for Director of Station Emergency Operations use.
 - 4.12.7 Use guard force personnel to administer any required first aid.
 - 4.12.8 Provide for transportation services as necessary include vehicles for the EMT's, buses for personnel to be relocated, and transportation of radiological samples.
 - 4.12.9 Provide for commissary services, as necessary.
 - 4.12.10 Provide qualified personnel for search and rescue teams.
 - 4.12.11 Administer petty cash, expense accounts and payroll matters as needed.
 - 4.12.12 Call in the telephone operator to man the Millstone or Emergency Operations Facility telephone consoles, if necessary.
 - 4.12.13 Provide for the transfer of the NOTEPAD terminal to the EOF from the Nuclear Plant Records Facility.
 - 4.12.14 Transfer Onsite Resources to EOF.
- 4.13 Manager of Site Engineering Support
(Log all actions, refer to Form EPIP 4104-10)
- 4.13.1 Establish communications with the Director of Station Emergency Operations.
 - 4.13.2 Using EPIP 4304, verify that the EOF has been activated.
 - 4.13.3 Request selected personnel from the Manager of On-Site Resources to support any site related tasks required by the Director of Station Emergency Operations.

- 4.13.4 Retrieve any records requested by any of the Managers or the Director of Station Emergency Operations.

4.14 Manager of Public Information

(Refer to checklist Form EPIP 4104-6)

- 4.14.1 Establish communications with the Manager of External Communications.
- 4.14.2 Establish communications with the Corporate Representative at the State Armory.
- 4.14.3 Prepare periodic updates and information briefing with Manager of External Communications. This information will be transmitted to the Corporate EOC for review and transmission to the Corporate Representative at the State Armory.
- 4.14.4 Provide initial non technical notification requirements of concern to federal/state, local officials and corporate management.
- 4.14.5 Maintain communications with the Station Emergency Organization Managers and Director providing and obtaining periodic updated information as necessary.
- 4.14.6 Monitor TV and radio broadcasts as necessary for rumor control.
- 4.14.7 Translate technical information for non technical people.

5. FIGURES

None

WB:bjc

STATION PROCEDURE COVER SHEET

A. IDENTIFICATION

Number EPIP 4602

Rev. 4

Title COMMUNICATIONS TELEPHONE TEST

Prepared By C. Conklin

B. REVIEW

I have reviewed the above procedure and have found it to be satisfactory.

<u>TITLE</u>	<u>SIGNATURE</u>	<u>DATE</u>
<u>DEPARTMENT HEAD</u>	<u>R. Galar</u>	<u>7/28/82</u>
_____	_____	_____
_____	_____	_____

C. UNREVIEWED SAFETY QUESTION EVALUATION DOCUMENTATION REQUIRED:

(Significant change in procedure method or scope as described in FSAR)
(If yes, document in PORC/SORC meeting minutes) YES [] NO

ENVIRONMENTAL IMPACT
(Adverse environmental impact)
(If yes, document in PORC/SORC meeting minutes) YES [] NO

D. PORC/SORC APPROVAL

~~PORC/SORC~~ Meeting Number 82-32

E. APPROVAL AND IMPLEMENTATION

The attached procedure is hereby approved, and effective on the date below:

E. Starnell Jr
Station/Service/Unit Superintendent

8/31/82
Effective Date

COMMUNICATIONS TELEPHONE TEST

<u>Page No.</u>	<u>Eff. Rev.</u>
1 - 8	4
Attachment	4

1. OBJECTIVE

- 1.1 To perform a test of all extensions of the telephones for emergency hotline communication on a monthly basis.
- 1.2 To perform a test of all EOF and Millstone extensions used for emergency communications on a monthly basis.
- 1.3 To perform a test of all Central Office extensions used for emergency communications on a monthly basis.

2. LICENSE REQUIREMENTS

None

3. REFERENCES

- 3.1 ACP 1.07 "Communications and Outside Assistance Procedure".

4. PLANT OPERATING REQUIREMENTS

N/A

5. PREREQUISITES

None

6. PRECAUTIONS

- 6.1 Notify Unit 1 and Unit 2 Control Room prior to conducting any hotline tests.

7. PROCEDURE

These tests are to be performed on a monthly basis by the Station Services Engineering Department.

7.1 NRC

- 7.1.1 Each extension will be tested by picking up the extension handset and waiting for an answer. Identify the facility calling and the purpose of the call. Inform the Operations Duty Officer that five extensions are to be tested. Request that the facility call return the call. Perform this test at the following locations:

- 7.1.1.1 EOF
- 7.1.1.2 Unit 1 Technical Support Center
- 7.1.1.3 Unit 2 Technical Support Center
- 7.1.1.4 Unit 1 Control Room
- 7.1.1.5 Unit 2 Control Room
- 7.1.2 If any extensions are not operable, refer to ACP 1.07 "Communication and Outside Assistance Procedure", Section 5.6.1 for appropriate action.
- 7.1.3 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1.
- 7.1.4 For detailed instructions on the ENS refer to attachment 1.
- 7.2 State Police
 - 7.2.1 Notify the State Police at _____ and inform them of the test of the emergency phones.
 - 7.2.2 Each extension will be tested by picking up the handset and waiting for an answer. Identify the facility calling and the purpose of the call. Request that the facility called return the call. Perform this test at the following locations.
 - 7.2.2.1 Unit 1 Control Room
 - 7.2.2.2. Unit 1 Technical Support Center
 - 7.2.2.3 Unit 2 Technical Support Center
 - 7.2.2.4 EOF
 - 7.2.3 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.
- 7.3 Waterford Police
 - 7.3.1 Notify the Waterford Police at _____ and inform them of the test of the emergency phone.
 - 7.3.2 Each extension will be tested by picking up the handset and waiting for an answer. Identify the facility calling and the purpose of the call.

Request that the facility called return the call.
Perform this test at the following location.

7.3.2.1 Unit 1 Control Room

7.3.2.2 Unit 1 Technical Support Center

7.3.2.3 Unit 2 Technical Support Center

7.3.2.4 EOF

7.3.3 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.

7.4 NUSCo

7.4.1 Notify the following personnel and inform them of the test of the emergency phones.

7.4.1.1 R.A.B. 3593 Berlin

7.4.2 Each extension will be tested by picking up the handset and waiting for an answer. Request that the facility called return the call. Perform this test on the NUSCo circuit, Manager of Resources circuit, Manager of External Communications circuit, Manager of Radiological Assessment circuit, Manager of Technical Support circuit and Manager of Public Information circuit at the following locations.


7.4.2.1 EOF

7.4.2.2 Unit 1 Control Room - NUSCo circuit only.

7.4.2.3 Unit 1 and Unit TSC - Technical Support Only.

7.4.3 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.

7.5 State EOC-Hartford Armory

7.5.1 Contact the Armory at  to coordinate the test of the Armory Hotline.

7.5.2 Each extension will be tested by picking up the handset and waiting for an answer. Request that the

facility called return the call. Perform this test at the following locations.

7.5.2.1 EOF

7.5.2.2 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.

7.6 EOF, TSC and Millstone Extensions

7.6.1 Test each Millstone extension by picking up the handset and dialing zero Request that the operation return the call.

7.6.2 Test each EOF extension by picking up the handset and dialing zero Request that the operation return the call.

7.6.3 Results of the test will be reported on the Telephone Communication Test Form EPIP 4602-1. Any extension malfunction will be reported to the station telephone operator for resolution.

7.7 EOF and TSC Central Office Telephone Lines

7.6.1 Test each central office line by picking up the handset and dialing Request that the telephone operator return the call.

7.6.2 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any Central Office line malfunction will be reported to the station telephone operator for resolution.

7.8 Health Physics Network (HPN)

7.8.1 Notify the NRC Resident Inspector on extension that the HPN circuit is to be tested.

7.8.2 Test each Millstone HPN circuit by picking up the handset and dialing Perform this test at the following locations.

7.8.2.1 EOF

- 7.8.2.2 H. P. Supervisor's Office
- 7.8.3 Request that the Resident Inspector return the call by dialing
- 7.8.4 Results of the test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any HPN circuit malfunction will be reported in the following manner:
 - 7.8.4.1 Call collect
 - 7.8.4.2 Report the organization as the NRC.
 - 7.8.4.3 Report the station location as Millstone and include building and room location.
 - 7.8.4.4 Report the callback number as
 - 7.8.4.5 Report the circuit number GDA02061.
 - 7.8.4.6 Report the time the trouble occurred.
 - 7.8.4.7 Report the nature of the trouble.
- 7.9 Control Room - TSC
 - 7.9.1 Notify the Unit 1 Control Room and the Unit 2 Control Room of the test.
 - 7.9.2 Each line will be tested by picking up the handset and waiting for an answer. Identify the facility calling and the purpose of the call. Request that the facility return the call. Perform this test at the following location.
 - 7.9.2.1 Unit 1 TSC
 - 7.9.2.2 Unit 2 TSC
 - 7.9.3 Results of this test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.
- 7.10 Dial Intercom
 - 7.10.1 Test each intercom set by picking up the handset and dialing the access code.
 - 7.10.2 The access codes and locations to be tested are as follows:

- 7.10.2.1 EOF
- 7.10.2.2 Unit 1 Control Room
- 7.10.2.3 Unit 1 TSC
- 7.10.2.4 Unit 2 Control Room
- 7.10.2.5 Unit 2 TSC
- 7.10.3 Results of the test will be reported on the Telephone Communication Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.
- 7.11 Direct. - Control Room
 - 7.11.1 Notify the Unit 1 Control Room and the Unit 2 Control Room of the test.
 - 7.11.2 Each line will be tested by picking up the handset and waiting for an answer. Identify the facility calling and the purpose of the call. Request that the facility return the call. Perform this test at the following location.
 - 7.11.2.1 Unit 1 Control Room (Radiopager Area)
 - 7.11.2.2 Unit 2 Control Room (Radiopager Area)
 - 7.11.3 Results of this test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any extension malfunction will be reported to Station Services Engineering for resolution.
- 7.12 Manager Resources - Manager Security
 - 7.12.1 Notify the Unit 1 Control Room and the Unit 2 Control Room of the test.
 - 7.12.2 Each line will be tested by picking up the handset and waiting for an answer. Identify the facility calling and the purpose of the call. Request that the facility return the call. Perform this test at the following location.
 - 7.12.2.1 Unit 1 TSC
 - 7.12.2.2 Unit 2 TSC
 - 7.12.3 Results of this test will be reported on the Telephone Communications Test Form EPIP 4602-1. Any

extension malfunction will be reported to Station
Services Engineering for resolution.

8. INSPECTION DATA SHEET
 - 8.1 EPIP 4602-1

CC: jms

Emergency Notification System (ENS)

Operation at plant end of circuit.

- A) IDLE State - all lamps on all ENS phones are extinguished.
- B) Outgoing call to NRC Operations Center
1. Control Room or Shift Supervisor initiates call.
 - a) All phones in CR and SSO have steady lamps.
 - b) Ringing tone is heard in handset of initiating phone.
 - c) TSC and EOF ENS phone lamps blink.
 - d) Resident Inspector's office phone(s) rings and times out, lamp on phone(s) continues to blink until Resident Inspector answers, or call ends.
 2. TSC initiates call.
 - a) Phones associated with TSC phone along with CR and SSO phones have a steady lamp.
 - b) Initiating phone hears ringing tone in handset.
 - c) EOF ENS phone lamp blinks.
 - d) Resident Inspector's office phone(s) rings and times out, lamp on phone(s) continues to blink until Resident Inspector Answers, or call ends.
 3. EOF initiates call.
 - a) Phones associated with EOF phone along with CR and SSO phones have a steady lamp.
 - b) Initiating phone hears ringing tone in handset.
 - c) Resident Inspector's office phone(s) rings and time out, lamp on phone(s) continues to blink until Resident Inspector answers, or call ends.
 4. Resident Inspector's office initiates call.
 - a) Resident Inspector's office phone(s) steady lamp appears and ringing tone is heard in handset.
 - b) No indications at any plant locations.
- NOTE: The ENS circuit does not have privacy feature.
- C) Incoming call to plant.
1. All ENS phones ring and lamps blink, until call is answered (except Res. Insp).

2. Resident Inspector's office - not answered.
Ring times out after 30 (to 90) seconds but lamp continues to blink until Resident Inspector answers. A re-ring occurs if plant does not answer before time out.
3. ENS line answered at CR or SSO.
 - a) All phones stop ringing and a steady lamp appears on all ENS phones associated with CR and SSO.
 - b) TSC and EOF ENS phone lamps will continue to plink until answered.
 - c) Resident Inspector office phone(s) lamp will continue to blink until answered, or call ends.
4. ENS line answered at TSC.
 - a) All phones stop ringing and a steady lamp appears on all ENS phones associated with TSC, CR and SSO.
 - b) EOF ENS phone lamps will continue to blink until answered.
 - c) Resident Inspector office phone(s) lamp will continue to blink until answered, or call ends.
5. ENS line answered at EOF
 - a) All phones stop ringing and a steady lamp appears on all ENS phones associated with EOF, CR and SSO.
 - b) TSC ENS phone lamps will continue to blink until answered.
 - c) Resident Inspector office phone(s) lamp will continue to blink until answered, or call ends.
6. Line answered by Resident Inspector.
 - a) Phone(s) in Resident Inspector's office stop ringing and steady lamp appears on phone.
 - b) All plant ENS phones continue to ring and blink until answered, then see item C-3, 4 or 5 above.

D) Troubles: A circuit trouble lite has been installed and labled in the Control Room area. Suggested lable: "ENS Line Failure When Lit."

1. Normal condition: lamp is illuminated. Notify RNRCCOC immediately by commercial line.

4000 SERIES

EMERGENCY PLAN IMPLEMENTING FORMS

<u>NUMBER</u>	<u>TITLE</u>	<u>REV.</u>	<u>EFF. DATE</u>
4101-1	Unusual Event Checklist Shift Supervisor/Designee	0	7/15/81
4101-2	Unusual Event Checklist Shift Technical Advisor/SSSA	1	9/15/81
4101-3	Unusual Event Checklist Duty Officer	0	7/15/81
4102-1	Alert Emergency Shift Supervisor/Manager of Control Room OPS	3	4/13/82
4102-2	Alert Emergency Shift Technical Advisor/SSSA	1	9/15/81
4102-3	Alert Emergency Duty Officer/Manager of TSC	0	7/15/81
4102-4	Alert Emergency Director of Station Emergency Operations	2	6/8/82
4102-5	Alert Emergency Manager of Radiological Consequence Assessment	0	7/15/81
4102-6	Alert Emergency Manager of Public Information	0	7/15/81
4102-7	Alert Emergency Manager of External Communication	1	9/15/81
4102-8	Alert Emergency Manager of Security	1	1/6/82
4102-9	Alert Emergency Manager of On-Site Resources	2	10/26/81
4102-10	Alert Emergency Manager of Engineering Support	0	7/15/81
4103-1	Site Area Emergency Shift Supervisor/Manager of Control Room OPS	2	4/13/82
4103-2	Site Area Emergency Shift Technical Advisor/SSSA	1	9/15/81

4000 SERIES - FORMS

4103-3	Site Emergency Duty Officer/Manager of TSC	0	7/15/81
4103-4	Site Area Emergency Director of Station Emergency Operations	2	6/8/82
4103-5	Site Area Emergency Manager of Radiological Consequence Assessment	0	7/15/81
4103-6	Site Area Emergency Manager of Public Information	0	7/15/81
4103-7	Site Area Emergency Manager of External Communication	1	9/15/81
4103-8	Site Area Emergency Manager of Security	1	1/6/82
4103-9	Site Emergency Manager of On-Site Resources	2	10/26/81
4103-10	Site Area Emergency Manager of Engineering Support	0	7/15/81
4104-1	General Emergency Shift Supervisor/Manager of Control Room OPS	3	4/13/82
4104-2	General Emergency Shift Technical Advisor/SSSA	1	9/15/81
4104-3	General Emergency Duty Officer/Manager of TSC	0	7/15/81
4104-4	General Emergency Director of Station Emergency Operations	2	6/8/82
4104-5	General Emergency Manager of Radiological Consequence Assessment	0	7/15/81
4104-6	General Emergency Manager of Public Information	0	7/15/81
4104-7	General Emergency Manager of External Communication	1	9/15/81

4000 SERIES - FORMS

4104-8	General Emergency Manager of Security	1	1/6/82
4104-9	General Emergency Manager of On-Site Resources	2	10/26/81
4104-10	General Emergency Manager of Engineering Support	0	7/15/81
4105-1	Bomb Threat Search Checklist Unit 1 Shift Supervisor/Designee	0	7/20/82
4105-2	Bomb Threat Search Checklist Unit 2 Shift Supervisor/Designee	0	7/20/82
4201-1	Worksheet #1 Noble Gas Release Rate	1	4/13/82
4201-2	Worksheet #2 Iodine-131 Release Rate	0	7/15/81
4201-3	Worksheet #3 Meteorological Data	1	12/8/81
4201-4	Worksheet #4 Noble Gas Dose	0	7/15/81
4201-5	Worksheet #5 Thyroid Dose	0	7/15/81
4201-6	Worksheet #6 Doses Vs. Distance	2	1/5/82
4201-7	Dose Calculation Data Sheet	0	7/15/81
4201-8	Air Sample Activity Concentrations Worksheet	0	7/15/81
4201-9	Radiation Dose Rate Worksheet	0	7/15/81
4202-1	Millstone Post Accident Sampling Data Sheet	0	12/8/81
4202-2	Post Accident Sample Data Sheet Stack/Vent Particulate and/or Charcoal Release	0	3/1/82
4202-3	Post Accident Sample Data Sheet Drywell/Containment Particulate and/or Charcoal Activity	0	3/1/82
4202-4	Post Accident Sample Data Sheet Stack/Vent Gaseous Release	0	3/1/82
4202-5	Post Accident Sample Data Sheet Drywell/ Containment Gaseous Activity	0	3/1/82

4000 SERIES - FORMS

4202-6	Post Accident Sampling Reactor Coolant Isotopic Worksheet	0	3/1/82
4202-7	Post Accident Sampling Reactor Coolant Chemical Analysis	0	3/1/82
4203-1	EMT #1 Worksheet	1	12/8/81
4204-1	EMT #2 Worksheet	0	7/15/81
4205-1	EMT #3 Data Sheet	0	7/15/81
4205-2	Air Sample Work Sheet	0	7/15/81
4206-1	Offsite EMT Data Sheet	0	7/15/81
4206-2	Air Sample Work Sheet	0	7/15/81
4208-1	First Aid Kits	1	8/31/82
4208-2	Basket & Stretchers	0	7/15/81
4208-3	Personnel Contamination Form	0	7/15/81
4209-1	Emergency Re-Entry Checklist	0	7/15/81
4212-1	Worksheet #1 MP-1 Drywell Curie Level Estimation	0	2/19/82
4212-2	Worksheet #2 MP-2 Containment Curie Level Estimation	0	2/19/82
4214-1	Millstone Post Accident Sampling Data Sheet	0	6/1/82
4214-2	Post Accident Sampling - Reactor Coolant Isotopic Worksheet	0	6/1/82
4214-3	Post Accident Sampling - Reactor Coolant Chemical Analysis	0	6/1/82
4214-4	Determination of Total Dissolved Gas	0	6/1/82
4214-5	Post Accident Sampling - Calculation of Gas Sample Volume	0	6/1/82
4214-6	Post Accident Sample Data Sheet Reactor Coolant Gaseous Activity	0	6/1/82

4000 SERIES - FORMS

4215-1	Unit #1 Containment Gaseous Activity Post Accident Sample Data Sheet	0	6/1/82
4217-1	Unit #2 Containment Gaseous Activity Post Accident Sample Data Sheet	0	6/1/82
4601-1	Page/Siren System Evacuation Alarm Test	0	7/15/81
4602-1	Telephone Communications Test	2	8/31/82
4603-1	Emergency Operations Facility Radiological Kits	1	4/13/82
4603-2	Emergency Operations Facility Access Road - Inventory List	2	4/13/82
4603-3	Unit Control Rooms Emergency Equipment	2	4/13/82
4603-4	Unit 1 Technical Support Center Radiological Equipment Checklist	1	12/21/81
4603-5	CPF Assembly Area - Radiological Kit	2	4/13/82
4603-6	First Aid Emergency Rescue Kits and Emergency Dosimetry	1	12/21/81
4603-7	Ambulance Kit Inventory	0	7/15/81
4603-8	Emergency Equipment Inventory List	1	4/13/82
4603-9	Acid Spill Kits	1	12/21/81
4605-1	Emergency Operations Facility Ventilation System Filter Test	0	7/15/81
4606-1	EOFEDG Operability Test	0	7/15/81
4608-1	E.O.F. Air Lock OP Test	0	7/15/81
4609-1	E.O.F. Fire Detection Test	0	7/15/81
4610-1	Unit 1/Unit 2 Data Sheet	3	11/26/81
4610-2	Unit 2 Data Sheet	Cancelled 9/1/81 (SORC 81-38)	
4611-1	PA Speaker Inspection Form	0	7/15/81

4000 SERIES - FORMS

4612-1	Tri-Town Radio Test-Unit 1 Control Room	0	7/15/81
4612-2	Tri-Town Radio Test-EOF	0	7/15/81
4612-3	State Police Radio Test	0	7/15/81
4612-4	Waterford Police Radio Test	0	7/15/81
4613-1	Radiopage - Daily Test Log Sheet	1	11/24/81

APPROVAL

Elanell

DATE

8/31/82
~~82-32 E~~

SORC MTG. NO.

82-32

First Aid Kit:

<u>Dept.</u>	<u>Location</u>
Chem.	Eye Wash Station
H. P. #1	Office.
H. P. #2	Office.
I&C #1	Work Shop.
I&C. #2	Foreman's Office
Operations	Control Room #1 Wall
Operations	Control Room #2 SS's Office
Operations	Admin Offices Wall
QA/QC.	Wall.
36'6 Conf. Rm.	Wall.
78 Sub. CW2517	Back Seat.
79 Sub. E27071	Back Seat.
CPF Assembly	First Aid Area
E. O. F.	Cabinet
Swat Wagon.	Behind Seat.
C. A. S.	Panel.
P. A. P.	Badging.
Maint. #1	Q/A Office.
Maint. #1	Elec. Shop.
Maint. #1	Office.
Unit #1 Flatbed.	Floor.
Unit #1 Pickup.	Floor.
Unit #1 Picker.	Floor.
S. A. S.	Panel.
Unit #2 Maint.	Coffee Rm.
Unit #2 Pickup.	Floor.
Unit #2 Red Ftbd.	Floor.
Unit #2 Picker.	Cab.
B/S Pickup	Floor.

<u>Dept.</u>	<u>Location</u>
Unit #2 T. D. Crane	Cab.
Interface.	Counter.
C. P. F. Classroom	Wall.
Pro. Test. R. O. B.	Work Shop.
A. A. P.	Armory.
A. A. P.	Badging.
A. A. P.	Photo Section.
Sec, Trk. 615	Pass. Door.
Sec, Trk. 616	Pass. Door.
Gate "A"	Inside.
Met. Tower	Bldg.
38'6 S. F. P.	Crane

Additional kits in Emergency Response Centers are specified in EPIP in 4603.

APPROVED: Stanell

Date: 8/31/82

SORC MTG. No 82-32

TELEPHONE COMMUNICATIONS TEST

Extension - Location	Operability		Initial	Date	Remarks
	SAT	UNSAT			
NRC	X	X	X	X	X
EOF					
Unit 1 Technical Support Center					
Unit 2 Technical Support Center					
Unit 1 Control Room					
Unit 2 Control Room					
STATE POLICE	X	X	X	X	X
Unit 1 Control Room					
Unit 1 Technical Support Center					
Unit 2 Technical Support Center					
EOF					
WATERFORD POLICE	X	X	X	X	X
Unit 1 Control Room					
Unit 1 Technical Support Center					
Unit 2 Technical Support Center					
EOF					
EOF, TSC and Millstone Extensions	X	X	X	X	X
EOF and TSC Central Office Lines					
EOF					
EOF					
EOF					
EOF					
EOF					
Unit 1 TSC					
Unit 2 TSC					
CPF Staging Area					
CPF Staging Area					
CPF Staging Area					
EOF					

TELEPHONE COMMUNICATIONS TEST (Cont'd)

Extension - Location	Operability		Initial	Date	Remarks
	SAT	UNSAT			
Control Room - TSC	X	X	X	X	X
Unit 1					
Unit 2					
Dial Intercom	X	X	X	X	X
EOF					
Unit 1 Control Room					
Unit 2 Control Room					
Unit 1 TSC					
Unit 2 TSC					
Director - Control Room	X	X	X	X	X
EOF					
Unit 1 Control Room					
Unit 2 Control Room					
MGR. Resources - MGR Security	X	X	X	X	X
EOF					
CPF Staging Area					
Manager of Public Information - Berlin	X	X	X	X	X
EOF					

TELEPHONE COMMUNICATIONS TEST

Extension Location	Operability		Initial	Date	Remarks
	SAT	UNSAT			
NUSCo	X	X	X	X	X
Unit 1 Control Room					
EOF Straight Line					
Directors Line					
MANAGER OF RESOURCES - BERLIN	X	X	X	X	X
EOF					
MANAGER OF EXTERNAL COMMUNICATIONS - BERLIN	X	X	X	X	X
EOF					
MANAGER OF RADIOLOGICAL ASSESSMENT - BERLIN	X	X	X	X	X
EOF					
MANAGER OF TECHNICAL SUPPORT - BERLIN	X	X	X	X	X
UNIT 1 TSC					
UNIT 2 TSC					
STATE EOC HARTFORD ARMORY	X	X	X	X	X
EOF					
HPN					

Station Services Engineering Supervisor

Date

General Services Supervisor

Date

SSCF 4.6.3