ROCHESTER GAS AND ELECTRIC CORPORATION

GINNA STATION

CONTROLLED COPY NUMBER 23

GINNA STATION
UNIT #1
COMPLETED

DATE :-

TIME :-

PROCEDURE NO. SC-200 REV. NO. 2

EMERGENCY RESPONSE ORGANIZATION/RESPONSIBILITIES

TECHNICAL REVIEW

PORC REVIEW DATE 9-22-82

QC REVIEW

PLANT SUPERINTENDENT

9-25-82
EFFECTIVE DATE

QA X NON-QA _____ CATEGORY 1.0

REVIEWED BY: _____

THIS PROCEDURE CONTAINS 44 PAGES

SC-200

EMERGENCY RESPONSE ORGANIZATION/RESPONSIBILITIES

1.0 PRUPOSE:

1.1 The purpose of this procedure is to provide a method to define and implement Emergency Response Organization. The functions and responsibilities of each position are also defined.

2.0 REFERENCES:

2.1 SC-1

2.2 SC-100

2.3 10 CFR 50 APPENDIX E

2.4 NUREG-0654, Revision 1

2.5 NUREG-0690, Final Report

3.0 INSTRUCTIONS:

3.1 The Emergency Response Organizations defined in Appendix I represent the minimum level of activation that will be initiated for each of the levels of Emergency Classification defined in SC-100, Ginna Station Event Evaluation and Classification.

3.2 The Shift Supervisor, or Emergency Coordinator, will activate the minimum required organization, as follows:

3.2.1 Unusual Event- the organization defined in Fig 2 which is the normal Control Room organization will respond to an Unusual Event per procedure SC-201. The Shift Supervisor has the position and authority of Emergency Coordinator until relieved by plant Supt. or alternate.

3.2.2 ALERT - the organization defined in Fig 3 is the Technical Support Center organization. At this level the Shift Supervisor reports to the Plant Operations Assessment Manager.

3.2.3 Site or General Emergency - The organization defined in Fig 4 and the sub group figures are activated. The Emergency Coordinator reports to the EOF/Recovery Center through the Nuclear Operations Manager.

3.3 The Shift Supervisor, or Emergency Coordinator, may activate additional Emergency Response Organizations if he deems them necessary to assess, mitigate, or recover from the incident.

3.4 Classification of an incident is a function of the plant condition and not the organizations that have been activated.

3.5 Recovery Center - EOF organization is shown in Figure 7. For the operation of the EOF, see OFFSITE RESPONSE PROCEDURE.

3.6 The functions and responsibilities of the various positions which make up the emergency organizations are shown in Appendix II.

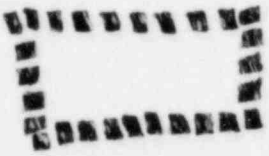
A P P E N D I X I

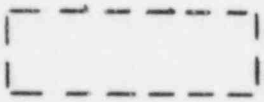
EMERGENCY RESPONSE ORGANIZATION CHARTS

SYMBOL DEFINITION

1. ——————— Indicates a line of supervision and communication.

2. – – – – – – – Indicates a line of communication only.

3.  Indicates a defined Emergency Response Facility function which will be activated for the identified Emergency Classification.

4.  Indicates a defined Emergency Response Facility function which may be activated by the Emergency Coordinator if it is deemed necessary.

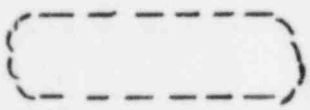
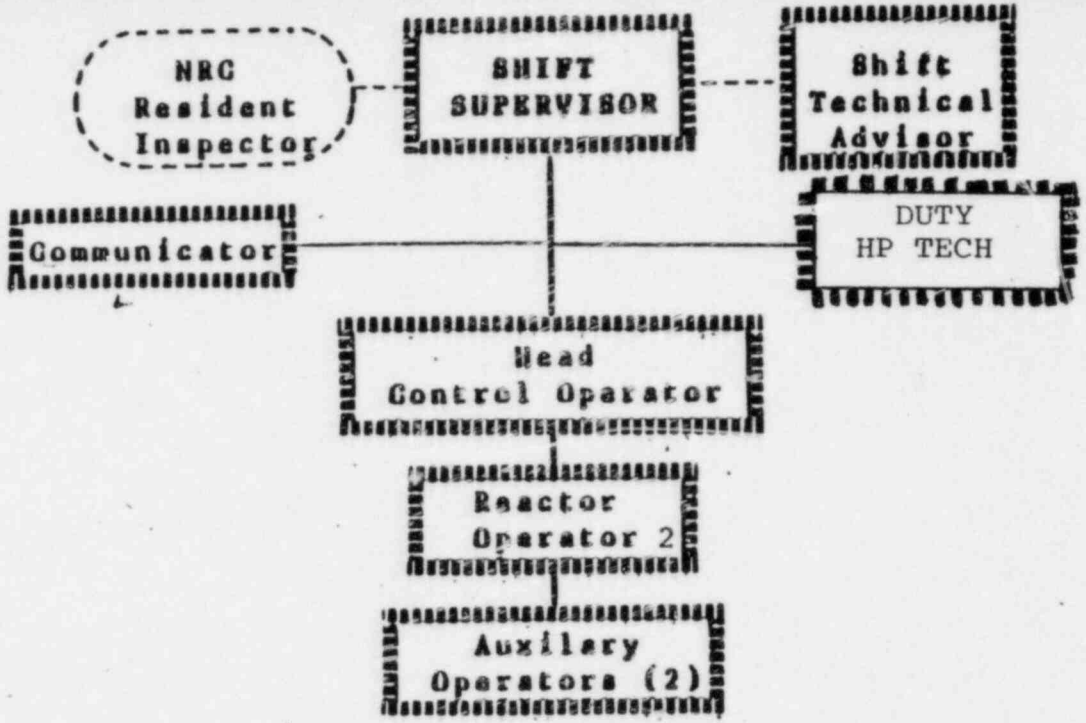
5.  Indicates a function which is not under the control of the Rochester Gas & Electric Corporation. Such functions are shown only for clarity and to indicate lines of communications.

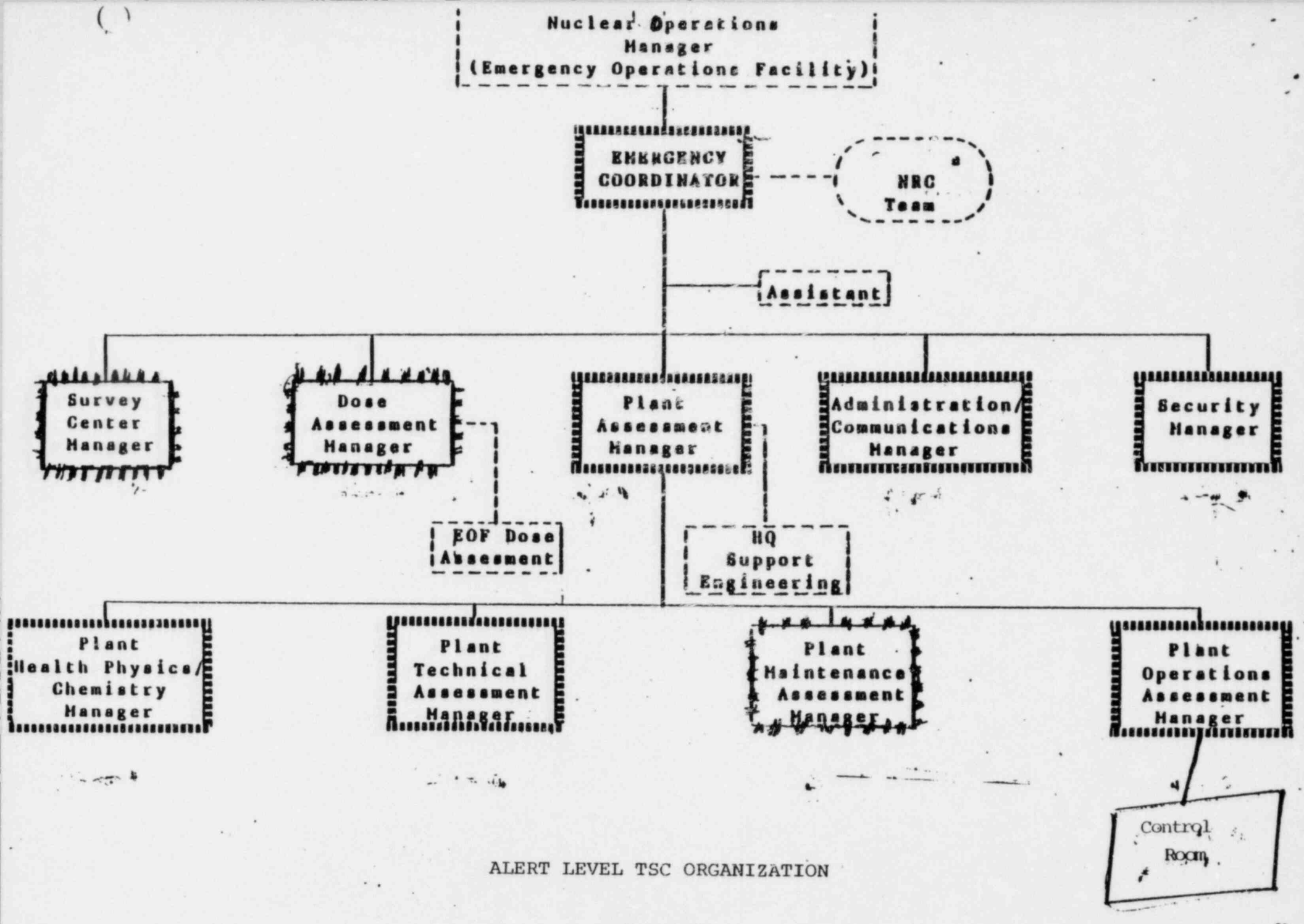
FIG 1.



NORMAL PLANT SHIFT
(UNUSUAL EVENT ORGANIZATION)

Figure 2

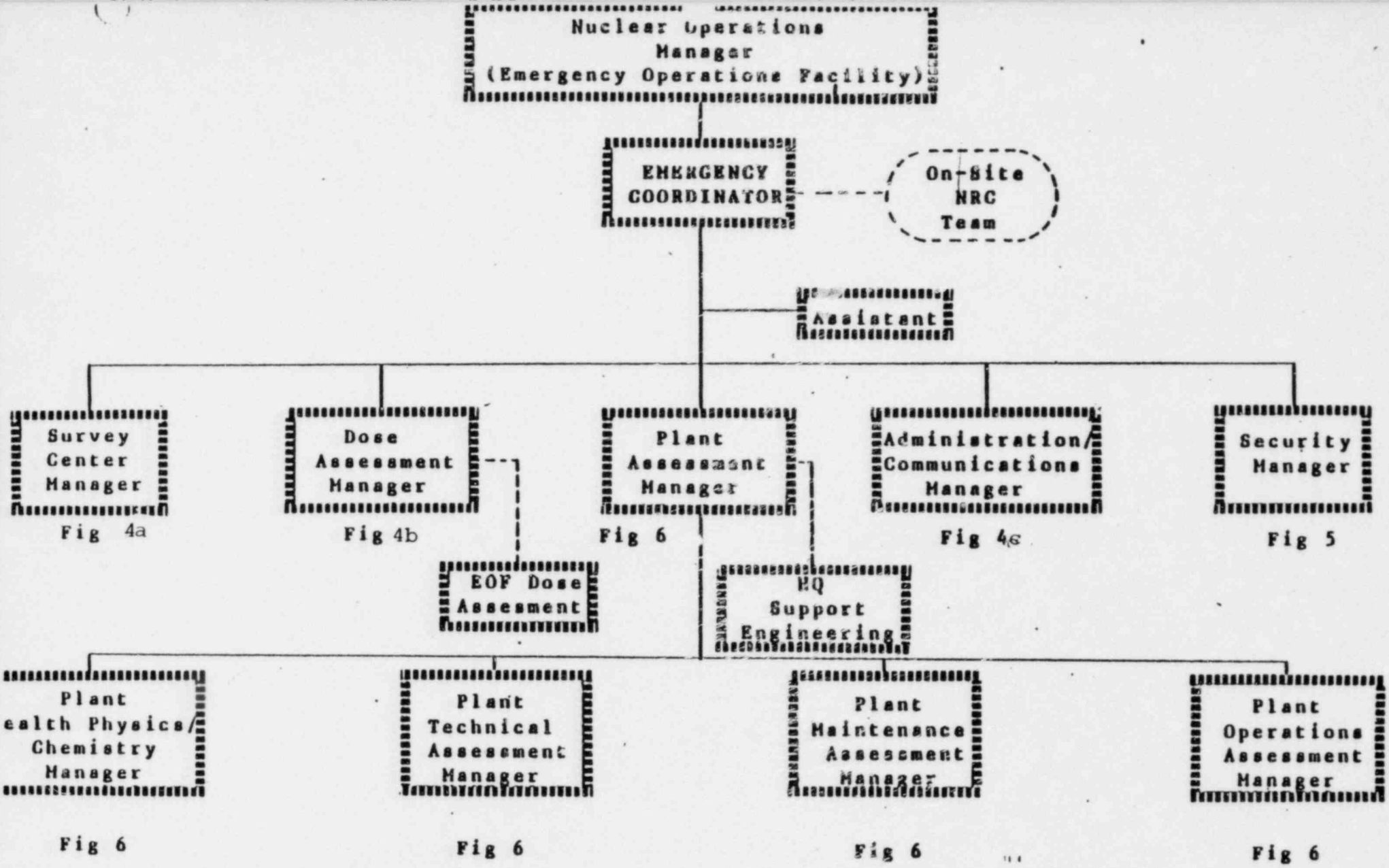
SC-200:5



ALERT LEVEL TSC ORGANIZATION

Figure 3

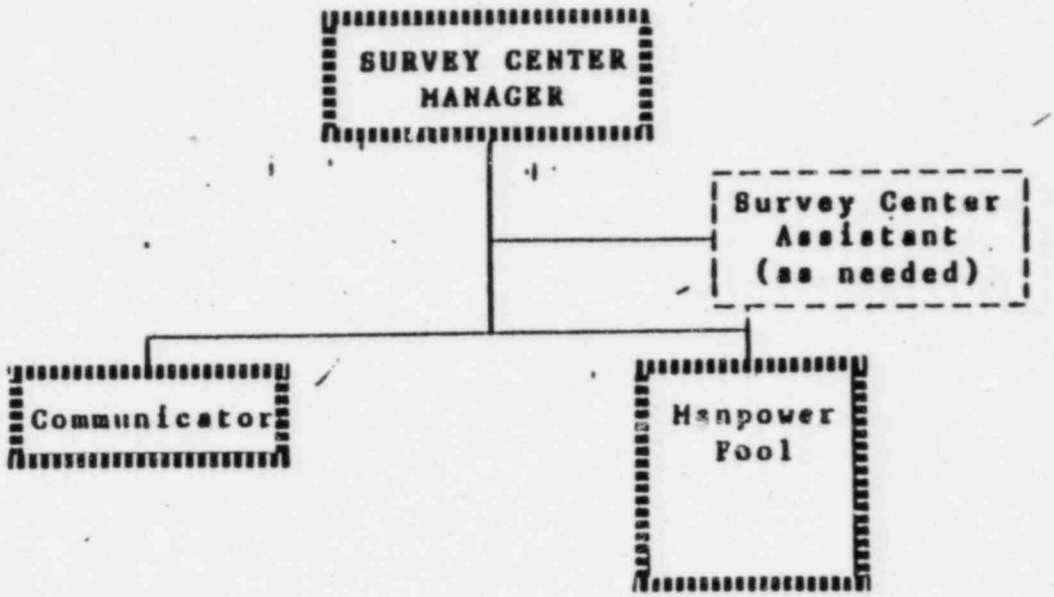
SC-200:6



SITE & GENERAL EMERGENCY ORGANIZATION

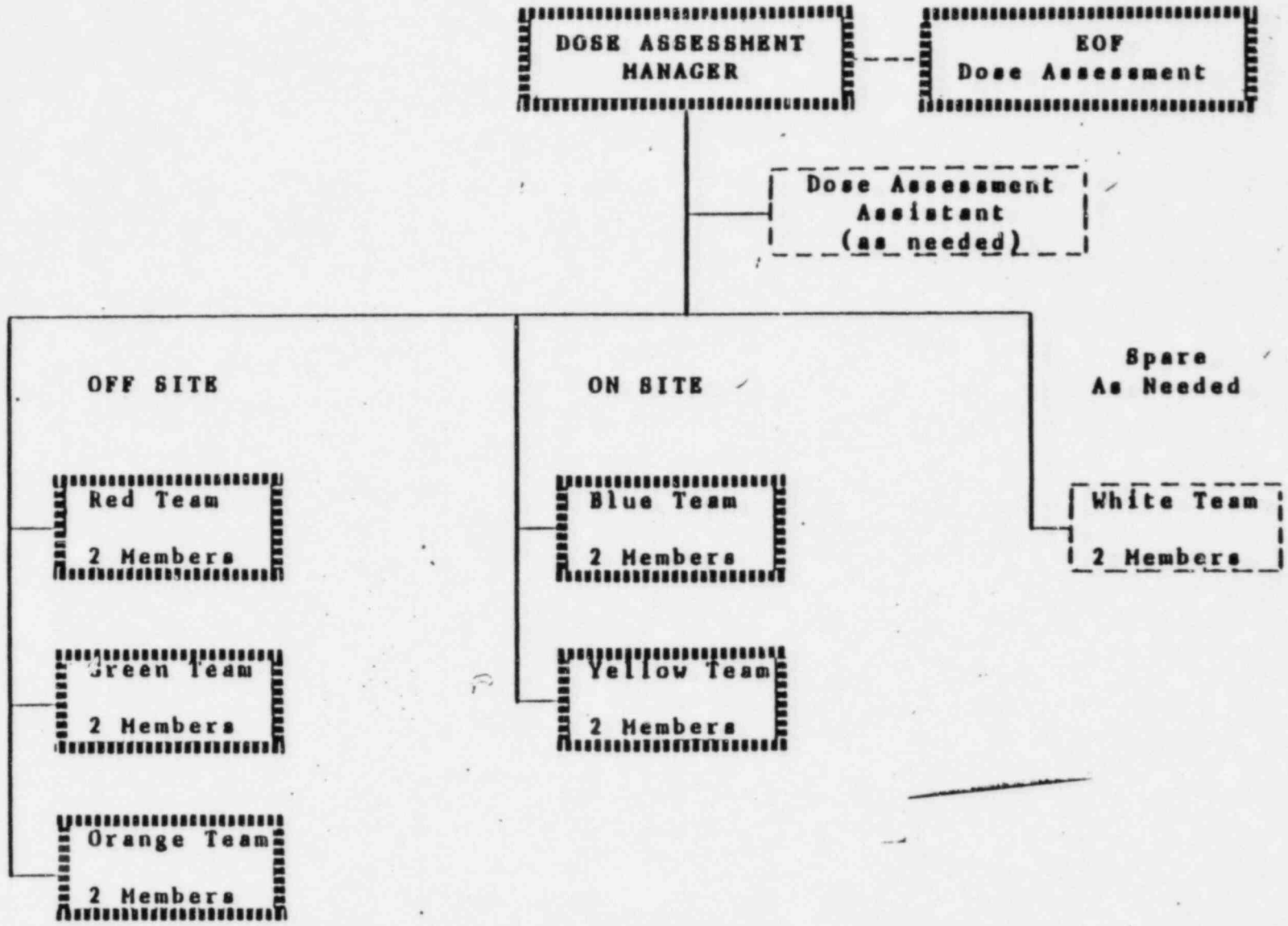
Figure 4

SC-200:7



SURVEY CENTER ORGANIZATION

Figure 4a



DOSE ASSESSMENT ORGANIZATION

Figure 4b

SC-200:9

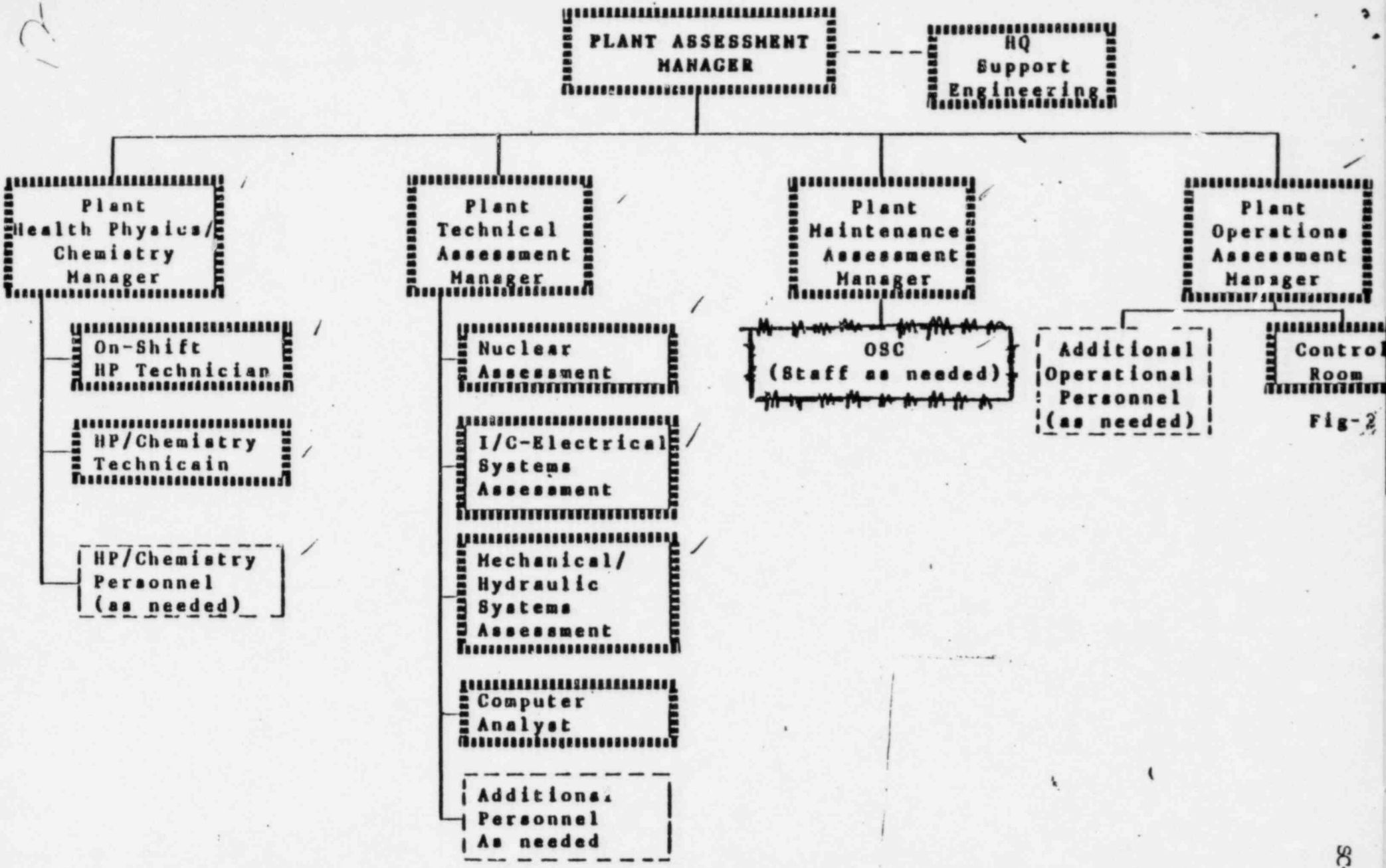
TSC COMMUNICATIONS ORGANIZATION

Figure 4 C

See R.E. Ginna
Facility Security Plan

SECURITY ORGANIZATION

Figure 5

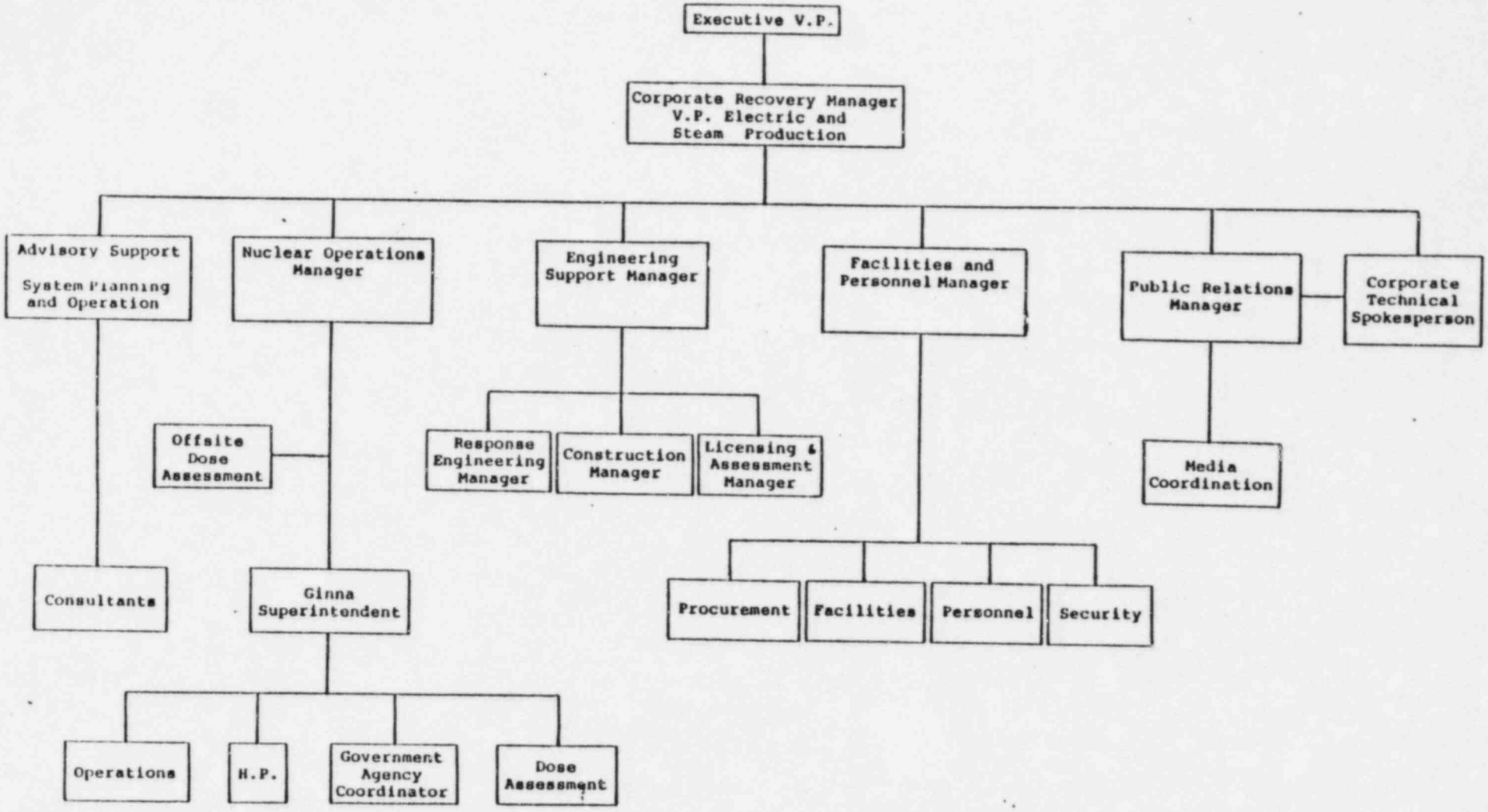


PLANT ASSESSMENT ORGANIZATION

Figure 6

Fig-2

SC-200:12



GINNA EMERGENCY OFFSITE RESPONSE ORGANIZATION

Figure 7

SC-200:13

A P P E N D I X II

EMERGENCY POSITIONS - FUNCTIONS AND RESPONSIBILITIES

EMERGENCY COORDINATOR

Report to: Superintendent of Nuclear Protection

Supervises - All personnel involved in emergency response

Function - To supervise and direct all actions necessary to protect the public from an emergency at Ginna Station

Responsibilities -

-Assume responsibility of the emergency until relieved

-Ensure communications are established among emergency center for alert or above

-Request completed plant status form(s) per SC-700

-Ensure completed plant status form(s) are reported to appropriate agencies and emergency centers per SC-700

-Ensure dose assessment evaluating conditions for alert level or above

-Ensure TSC and OSC activated for alert or above

-Ensure Survey Teams Dispatched for alert or above

-Ensure accountability has commenced for site Emergency or above

-Ensure Health Physics/Chemistry Manager is informed on additional doses.

-Based on accountability institute search and rescue SC( ) or medical plan (A-7)

-Monitor plant conditions for need to reclassify the event

-Keep appropriate agencies and emergency centers updated as to dose projection and plant status

-Activate additional emergency response functions as necessary to respond to the event

-Dispatch designated individuals to county EOC's, EOF for site emergency or above.

-Ensure nonessential personnel and vehicals are surveyed decontaminated if necessary prior to sending them home

-Send non-essential personnel home by safest route and advise Sheriff of evacuation route

-Ensure post accident recovery plans are developed

-Ensure the transfer of Emergency Coordinator and TSC functions are mutually acceptable to all involved personnel. Ensure all involved staff members are aware of transfer of function

SHIFT TECHNICAL ADVISOR

Reports To: Shift Supervisor

Supervises: NA

Function: Provides the capability to reorganize and design unusual events and assist in accident assessment. The STA compliments the control manipulation and operations management of shift control room personnel.

Responsibilities:

1. Advise the Shift Supervisor upon reorganization and/or diagnosis of unusual events

2. Provide perspective in assessment of plant conditions and actions to be taken for safety of the plant.

3. Advise the Control Room operators on actions to terminate or mitigate the consequences of unusual incidents, and remain detached from manipulation of controls and supervision of operations.

4. Recognize and respond to multiple equipment failures, operator errors, complex transient responses, inadequate core cooling and essential parameters that indicate the status of the core and primary coolant boundaries.

CONTROL ROOM COMMUNICATOR

Reports To:	Shift Supervisor
Supervises:	NA
Function:	Provide communication assistance for the Shift Supervisor during emergency situations
Responsibilities:	1. As directed by the Shift Supervisor make appropriate notifications. 2. Establish communication link to TSC when manned.

HEAD CONTROL OPERATOR AND/OR REACTOR OPERATOR

Reports To: Shift Supervisor

Supervises: Auxiliary Operators as related to plant operations

Function: To cope with emergency in a safe and controlled manner.

Responsibilities:

1. Use appropriate plant procedures to limit or correct condition.
2. Place Control Room ventilation in recirculators mode during Site Emergency or higher.
3. Check outside air damper control at 0 psig (located in kitchen) for Site Emergency or higher
4. Assure calls from plant guards answered until TSC manned.

AUXILIARY OPERATOR

Reports To:	Shift Supervisor
Supervises	NA
Function:	To assist the Shift Supervisor during emergency situations
Responsibilities:	Perform plant operations as requested by the Control Room Operators or Shift Supervisor
	Fill out evaluation form SC-600 at request of Shift Supervisor
	Perform in plant survey at request of Shift Supervisor

ADMINISTRATION/COMMUNICATIONS MANAGER

Reports To: Emergency Coordinator

Supervises: Administration and Communications Personnel assigned to the TSC and OSC.

Function: Provide and coordinate administrative and communications support during operation of the Technical and Operations Support Center.

Responsibilities:

1. Direct and monitor the operation and usage of plant phone facilities to ensure optimum phone communications.

2. Direct and monitor the operation and usage of the radio station in the TSC to ensure optimum radio communications.

3. Direct the monitor the receipt and distribution of speed letters in the Technical and Operational Support Center.

4. With the concurrence of the Emergency Coordinator obtain and direct additional administrative/ communication support personnel as necessary.

5. Obtain the names of on-shift personnel, personnel located in the Control Room, TSC, OCS and provide to the Survey Center Manager for personnel accountability.

6. Obtain the Site Emergency Call list SC-605 status and assume responsibility for completing the call from Electric Line Operating

7. Direct the call in of additional personnel as directed by the Emergency Coordinator per SC-600.

SWITCHBOARD OPERATOR

Reports To: Administration/Communications Manager

Supervises: NA

Function: Operate the plant phone switchboard.

Responsibilities:

1. Operate the plant phone switchboard to route incoming calls as directed by the Administration Communications Manager.
2. Operate the plant phone switchboard to provide routes for outgoing phone communications.
3. Document all incoming and outgoing messages on speed letters.

RADIO OPERATOR

Reports To: Administration/Communications Manager

Supervises: NA

Function: Operate the TSC radio.

Responsibilities:

1. Operate the TSC radio to establish and maintain communications with the survey teams as directed by the Administration/Communications Manager.

2. Establish and maintain radio communications with other Emergency Plan Organizations as directed by the Administration/Communications Manager.

3. Document all incoming and outgoing messages on speed letters.

MESSENGERS

Reports To: Administration/Communications Manager

Supervises: NA

Function: Distribute messages in the TSC and OSC.

Responsibilities:

1. Provide timely distribution of incoming messages from the switchboard or radio operators to designated addresses.

2. Provide timely transfer of outgoing messages from originators to the switchboard or radio operators as appropriate.

3. Perform other duties as assigned by the Administration/Communications Manager.

COMMUNICATORS

Reports To: Administration/Communications Manager

Supervises: NA

Function: Provide communications assistance.

Responsibilities:

1. Provide communications assistance as directed by the Administration/Communications Manager.
2. Perform other duties as assigned by the Administration/Communications Manager.

CLERK/TYPISTS (AS NEEDED)

Reports To: Administration/Communications Manager

Supervises: NA

Function: Provide clerical support.

Responsibilities:

1. Provide clerical support as directed by the Administration/Communications Manager.

2. Perform other Duties as assigned by the Administration/Communications Manager.

SECURITY MANAGER

Reports To: Emergency Coordinator

Supervises: Site Security

Function: Maintain the physical security of the R.E.Ginna site.

Responsibilities:

1. Direct the R.E.Ginna Security force as nesessary to maintain the physical security of the site.

2. Keep the Emergency Coordinator informed of situations which may require the reinforcement of the security force to maintain site security.

PLANT ASSESSMENT MANAGER

Reports To: Emergency Coordinator

Supervises: Plant Assessment Groups

Function: Coordinate the actions of the plant assessment groups and provide information to the Emergency Coordinator concerning accident assessment, mitigation and recovery.

Responsibilities:

1. Coordinate the functions of the plant assessment groups.

2. Interface with other elements of the Emergency Plan Organization & Head Quarters Support Group in obtaining and providing information to assess the plant condition.

3. Advise the Emergency Coordinator on accident assessment, mitigation and recovery.

4. Provide recommendations to the Emergency Coordinator for plant operations to mitigate the accident and recover the plant.

OPERATION SUPPORT CENTER ASSIGNEES

Reports To: Plant Maintenance Assessment Manager

Supervises: NA

Function: To repair and evaluate problems related to recovery effort during emergency and perform other duties as requested by Plant Maintenance Assessment Manager.

Responsibilities:

1. Assure all OSC personnel are logged in on TSC Magnetic organization chart.
2. Assess manpower needs for repair functions.
3. Repair equipment as necessary.
4. Verify habitability of OSC and report results to Plant Maintenance Assessment Manager.
5. Provide In-Plant Surveys as requested.
6. Provide Search and Rescue as requested.

PLANT MAINTENANCE ASSESSMENT MANAGER

Reports To: Plant Assessment Manager

Supervises: Operations Support Center Personnel

Function: Direct and coordinate the repair efforts for the plant utilizing the "Manpower Pool" as the Survey Center and off-site personnel.

Responsbilities:

1. In charge of the Operational Support Center personnel and activities.
2. Direct and coordinate repairs to plant equipment.
3. Direct and coordinate the establishment of temporary emergency connections.
4. Direct and coordinate search and rescue efforts as necessary.
5. Provide and coordinate first aid personnel as necessary.
6. Obtain and coordinate personnel from the "Manpower Pool" and off-site to support accident mitigation and recovery as necessary.

DOSE ASSESSMENT MANAGER

Reports To: Emergency Coordinator

Supervises: Off-site and on-site survey teams

Function: Direct the collection and radiological data by survey teams and the reduction of the data to compute dose assessments for use by the Emergency Coordinator and his staff.

Responsibilities:

1. Direct the collection of radiological data survey teams.
2. Evaluate and reduce data collected by the survey teams and in-plant monitoring to obtain dose assessments.
3. Report results of dose assessment and recommendations for personnel protection to Emergency Coordinator.
4. Perform duties as assigned by Emergency Coordinator in EOF assumes Dose Assessment Responsibility.
5. Initiate communications with the NRC using the Health Physics Network (HPN) phone or alternate methods.

DOSE ASSESSMENT ASSISTANT

(AS NEEDED)

Reports To:	Dose Assessment Manager
Supervises:	As directed by Dose Assessment Manager
Function:	Assist the Dose Assessment Manager in the execution of his responsibilities.
Responsibilities:	1. Assist the Dose Assessment Manager as directed.

OFF-SITE SURVEY TEAMS
ON-SITE SURVEY TEAMS
SPARE SURVEY TEAMS

Reports To: Dose Assessment Manager

Supervises: NA

Function: Collect and report radiological data as directed by procedure and the Dose Assessment Manager.

Responsibilities:

1. Obtain Tag from Emergency Survey Center Tag Board.
2. Obtain survey team equipment and proceed as directed by procedure and the Survey Center Manager.
3. Establish and maintain communications with the Dose Assessment Manager using established procedure.
4. Collect and report radiological data as requested by the Dose Assessment Manager.

PLANT HP/CHEMISTRY MANAGER

Reports To: Plant Assessment Manager

Supervises: On-Shift HPT, HP/Chemistry Personnel as assigned

Function: Provide assessment of plant radiological and chemistry situation.

Responsibilities:

1. Direct the collection and analysis of Primary and Secondary samples as required.
2. Direct the collection and analysis of effluent samples as required.
3. Direct the in-plant radiation surveys as required.
4. Provide Health Physics coverage as required.
5. Provide personnel monitoring and decontamination as required.
6. Direct the maintenance of personnel dosimetry records.
7. Provide results of analysis and assessments to Plant Assessment Manager and other plant assessment groups.

ON-SHIFT HP TECHNICIAN

Reports To: Shift Supervisor

Supervises: NA

Function: Provide radiological assistance to the Shift Supervisor during emergency situation

Responsibilities:

1. Check Control Room radiation emergency equipment.
2. Check Control Room air sampler.
3. Check lake for boater.
4. Report names of all personnel in Control Room to TSC Administrative/Communication Manager.
5. Assist in-plant Survey Teams as directed by Shift Supervisor.
6. Assist Shift Supervisor.

HP/CHEMISTRY PERSONNEL

Reports To:	HP/Chemistry Assessment Manager
Supervises:	As Assigned
Function	Provide Health Physics/Chemistry support.
Responsibilities:	1. Perform Health Physics/Chemistry and support as directed by the HP/Chemistry Assessment Manager.

PLANT TECHNICAL ASSESSMENT MANAGER

Reports to: Plant Assessment Manager

Supervises: Plant Technical Assessment Group

Function: Direct the assessment of core physics and plant conditions. Identify and recommend steps to mitigate the accident and recover the plant. Develop abnormal procedures as needed.

Responsibilities:

1. Assess the conditions of the core and the status of core cooling capabilities.
2. Assess plant conditions with respect to the availability of equipment, systems, electrical power and water inventory.
3. Identify and recommend steps to mitigate the accident.
4. Recommend steps to recover the plant.
5. Develop abnormal procedures to support accident mitigation and plant recovery as necessary.

NUCLEAR ASSESSMENT ENGINEER

Reports To: Plant Technical Assessment Manager

Supervises: NA

Functions: Assist the Plant Technical Manager in assessing the core conditions and recommending future plant actions.

Responsibilities:

1. Obtain and evaluate data concerning core conditions and adequacy of core cooling.
2. Provide assessments and recommendations to the Plant Technical Assessment Manager with regards to current and future core conditions.
3. Assist the Plant Technical Assessment Manager in the mitigation of the accident and recovery.

I & C - ELECTRICAL SYSTEMS ASSESSMENT ENGINEER

Reports To: Plant Technical Assessment Manager

Supervises: NA

Function: Assist the Plant Technical Assessment Manager in assessing the condition of the I & C and Electrical systems and recommending future plant actions.

Responsibilities:

1. Obtain and evaluate data associated with the I & C and Electrical systems.

2. Provide assessments and recommendations to the Plant Technical Assessment Manager with regards to the operation and utilization of the I & C and Electrical systems.

3. Assist the Plant Technical Assessment Manager in the mitigation of the accident and recovery.

MECHANICAL/HYDRAULIC SYSTEMS ASSESSMENT ENGINEER

Reports To: Plant Technical Assessment Manager

Supervises: NA

Function: Assist the Plant Technical Assessment Manager in assessing the condition of the Mechanical/Hydraulic Systems concerns and recommending future plant actions.

Responsibilities:

1. Obtain and evaluate data associated with the Mechanical/Hydraulic Systems aspects of the plant.

2. Provide assessments and recommendations to the Plant Technical Assessment Manager with regards to the operation and utilization of the Mechanical/Hydraulic Systems.

3. Assist the Plant Technical Assessment Manager in the mitigation of the accident and recovery.

PLANT OPERATIONS ASSESSMENT MANAGERS

Reports To: Plant Assessment Manager

Supervises: On-Shift Personnel and Standby Operations Personnel

Function: Direct and coordinate operations personnel in accident confirmation, mitigation and recovery.

Responsibilities:

1. Direct and coordinate the efforts of Operations personnel in confirmation of the accident identification.
2. Direct and coordinate the efforts of Operations personnel to mitigate the accident.
3. Direct and coordinate the efforts of Operations personnel in recovery from the accident.
4. Obtain and coordinate the utilization of Operations personnel from the "Manpower Pool" at the training center.
5. Provide and coordinate personnel in response to fires.

SURVEY CENTER MANAGER

Reports To: Emergency Coordinator

Supervises: Personnel located in the Survey Center

Function: Coordinate utilization of personnel located in the Survey Center.

Responsibilities:

1. Coordinate personnel accountability at the Survey Center during a site evacuation and report results to Emergency Coordinator.

2. Insure that survey teams are properly staffed and dispatched as rapidly as possible and report status to Dose Assessment Manager.

3. Conduct radiation survey of Survey Center and report results to Emergency Coordinator.

4. Assign and dispatch personnel from the "Manpower Pool" located in the Survey Center auditorium as directed by the Emergency Coordinator.

5. Coordinate the radiation monitoring and decontamination of personnel and vehicles arriving and leaving the Survey Center as necessary.

SURVEY CENTER ASSISTANT

(AS NEEDED)

Reports To:	Survey Center Manager
Supervises:	As directed by SCM
Function:	Assist the Survey Center Manager in execution of his responsibilities.
Responsibilities:	1. Assist as directed by the Survey Center Manager.

SURVEY CENTER COMMUNICATOR

Reports To: Survey Center Manager

Supervises: NA

Function: Provide communications for Survey Center Manager.

Responsibilities:

1. Rapidly and accurately transmit information as directed by the Survey Center Manager.

2. Rapidly and accurately inform the Survey Center Manager of communications from other Emergency Plan organizations.

ROCHESTER GAS AND ELECTRIC CORPORATION

GINNA STATION

CONTROLLED COPY NUMBER 23

GINNA STATION
UNIT #1
COMPLETED
DATE :-
TIME :-

PROCEDURE NO. SC-302 REV. NO. 1

MANNING THE TECHNICAL SUPPORT CENTER

TECHNICAL REVIEW

PORC REVIEW DATE 9-22-82

QC REVIEW

PLANT SUPERINTENDENT

9-25-82
EFFECTIVE DATE

QA X NON-QA CATEGORY 1.0

REVIEWED BY:

THIS PROCEDURE CONTAINS 8 PAGES

SC-302

MANNING THE TECHNICAL SUPPORT CENTER

1.0 PURPOSE:

1.1 To designate individuals who would report to the Technical Support Center for an Alert level or greater event. The Technical Support Center personnel provide technical review and advice to the Shift Supervisor and assist in recovery operations.

2.0 REFERENCES:

2.1 SC-213 Accountability of Personnel

2.2 SC-200 Emergency Response Organization/Responsibilities

2.3 SC-202 Alert

2.4 SC-203 Site Emergency

2.5 SC-204 General Emergency

3.0 INSTRUCTIONS:

3.1 During normal working hours (or if on site) the following persons will report directly to the Technical Support Center upon announcement of an Alert condition or greater.

1. Plant Superintendent or Assistant
2. Operations Engineer or alternate
3. Supervisor of HP and Chemistry
4. Plant Health Physicist or alternate
5. Technical Engineer or alternate
6. Special Project Engineer or alternate
7. Nuclear Engineer or alternate
8. I & C Supervisor or alternate
9. Maintenance Engineer or alternate

3.1 con't

10. Maintenance Supervisor or alternate

11. Office Supervisor or alternate

12. Data Analyst

13. Security Manager or alternate

3.2 Upon arrival at TSC

3.2.1 Individuals will place their names under appropriate position on magnetic organization chart.

3.2.2 Obtain necessary envelopes/procedures to perform functions from Technical Library.

3.2.3 Perform responsibilities as described in SC-200.

3.2.4 Managers will report to Emergency Coordinator status of their manpower and needs.

3.2.5 Health Physicist check radiation levels and airborne activity in TSC. Report results to Emergency Coordinator with recommendations. Place Frisker at entrance to TSC.

3.2.6 Plant Superintendent or alternate will assume responsibility of Emergency Coordinator from the Shift Supervisor after:

3.2.6.1 Assuring adequate staff available in TSC

3.2.6.2 Assuring Radiation levels habitable in TSC

3.2.6.3 Assuring he is familiar with present plant status.

3.2.6.4 Assuring all TSC managers and Shift Supervisor are aware he is assuming Emergency Coordinator responsibility.

3.2.7 If radiation levels are greater than 50 mr/hr in TSC move the following to the Shift Supervisor's office.

3.2.7.1 Plant Superintendent (Emergency Coordinator)

3.2.7.2 Operation Manager

3.2.7.3 Plant Health Physics/Chemistry Manager

3.2.7.4 Move the remaining personnel to the Emergency Survey Center.

3.3 During off-duty nours individuals will be called to report to Ginna Station. They may report directly to the TSC using normal entrance procedures.

3.3.1 Or they may be directed to the Emergency Survey Center where they shall

3.3.1.1 Obtain Film Badge

3.3.1.2 Obtain appropriate tag from survey center tag board and log name under tag

3.3.1.3 Follow instructions on tag

3.3.1.4 Refer to SC-230 Immediate Entry for additional guidance.

3.4 Tag instruction are shown in Attachment I.

ATTACHMENT I to SC-302

TAG BOARD ASSIGNMENTS

Emergency Coordinator

Proceed to T.S.C.

Use Protective guidance of Health Physicist at T.S.C. or action on reverse

Notify C.R. of arrival at T.S.C.

Notify Survey Center of radiation levels in going to T.S.C.

INITIATE SC-200 and other necessary procedures.

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Assistant Emergency Coordinator

Notify Emergency Coordinator of arrival at Emergency Survey Center

Assist as needed

Proceed to T.S.C. as needed.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Plant Assessment Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Emergency Coordinator

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Dose Assessment Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or action on reverse side.

Start Procedure SC-420

Assist Emergency Coordinator with Offsite consequences

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Maintenance Assessment Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or action on reverse side.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Technical Assessment Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or action on reverse side.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Nuclear Assessment Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or action on reverse side.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Instrument Control and Electrical Systems Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Mechanical and Hydraulic Systems Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Operations Assessment Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Notify Control Room of your arrival at T.S.C.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Computer Analyst

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Plant Assessment Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Health Physics and Chemistry Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Assist Plant Assessment Manager in evaluation of recovery procedures.

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Health Physics and Chemistry Technician

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side

Report to Health Physics and Chemistry Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Administration and Communication Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Emergency Coordinator

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Radio Operator

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Administration and Communication Manager.

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Switchboard Operator

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Administration and Communications Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Communicator

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Administration and Communications Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Messenger

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Administration and Communications Manager

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

Security Manager

Proceed to T.S.C.

Use protective guidance of Health Physicist at T.S.C. or actions on reverse side.

Report to Emergency Coordinator.

REVERSE SIDE

Obtain and Use

Film Badge
Dosimeter
Dose Rate Meter
Protective Clothing
Full Face Mask and Filter

RG&E

NUCLEAR EMERGENCY

OFFSITE RESPONSE

PROCEDURE

RG&E
NUCLEAR EMERGENCY
OFFSITE RESPONSE PROCEDURE

Table of Contents

RG&E
NUCLEAR EMERGENCY
OFFSITE RESPONSE PROCEDURES

1.0 DEFINITIONS

Recovery Center (EOF) A facility established off-site from which headquarters RG&E personnel, consultants, NRC and other individuals can provide assistance in evaluating any emergency, gaining control of it and continuing the recovery operation. Also Field Monitoring Data is evaluated here by a health physicist and recommendations are made to the state and counties for protection of the public.

Technical Support Center An on-site facility which is used by the plant staff to assist the operating personnel in evaluating an emergency and bringing the plant under control. The Emergency Coordinator will maintain communications from here with the Recovery Center personnel. The initial Recovery Center actions will take place here until the Recovery Center is manned. The TSC is also a coordinating center for gathering and initially evaluating information relative to accident conditions and possible off-site radiation and contamination.

Emergency Survey Center Field survey teams are dispatched from here to gather actual data for evaluation by the health physicists.

Emergency Information Center It will be established in conjunction with the Recovery Center. It will have facilities for press briefings, rumor control and general information dissemination. Information regarding the status of Ginna Station will come from the Recovery Center.

Emergency Coordinator An individual at Ginna Station who has received appropriate training in actions to be taken in the event of an incident at Ginna Station. He has full authority and responsibility for meeting the emergency. The Emergency Coordinator has charge of the Technical Support Center and the EOF function (until the Recovery Organization is established) and maintains liaison with the Recovery Center.

Emergency Action Levels Four classes of Emergency Action Levels have been established by the NRC and incorporated into the New York State Radiological Emergency Preparedness Plan. Each class requires a different degree of response actions by the state, counties and RG&E. The four classes are:

Unusual Event - an event which indicates a potential degradation of the level of safety of the plant

Alert - an event in progress which involves an actual or potential substantial degradation of the level of safety of the plant

Site Emergency - events have occurred which involve actual or likely major failures of plant functions needed for protection of the public

General Emergency - events which involve actual or imminent substantial core degradation or meeting with potential for loss of containment integrity.

Restricted Area That area of the Ginna site which is enclosed within the security fence.

On-Site That property around Ginna Station which is owned and controlled by Rochester Gas and Electric Corporation.

Off-Site All public and private property outside the site property owned by Rochester Gas and Electric Corporation.

Radiological Emergency An incident that may result in the uncontrolled release of radioactive material leading to a hazard or potential hazard to the health and safety of the general public. As a result, the Ginna Emergency Organization, RG&E Recovery Organization and State and County Emergency Organizations may be activated, depending upon level of response required.

EOF Emergency Operations Facility.

2.0 SCOPE

This Offsite Response Procedure provides guidance for the RG&E Headquarters response to, and recovery from, an emergency condition at the Ginna Nuclear Power Plant. In the event of an emergency condition at Ginna, the normal Company Headquarters and the plant organizational structures will be transformed into an Emergency Response Organization or Recovery Organization.

The Company's Recovery Organization is charged with the responsibility of bringing together a cohesive Company management and technical team. This organization will be calling upon the maximum resources available within the Company and the entire nuclear industry for the goals of (1) assuring the safe shutdown and recovery of Ginna Station following an accident condition and, (2) minimizing the impact of the situation on the health and safety of the public.

The Company's Recovery Organization is established under the leadership of a single individual called the Recovery Manager. The Recovery Manager is supported by various technical and advisory disciplines including Engineering, Facilities and Personnel, Nuclear Operations, Public Affairs and Advisory.

This Recovery Organization will be available to the Ginna Station Superintendent for implementation of long-term recovery operations. The Ginna Station short-term responding organization is made-up of site personnel, those on-shift and those immediately available from the plant staff complement.

This Procedure is compatible with the Ginna Emergency Plan which is, in turn, compatible with the New York State and local (Wayne and Monroe Counties) emergency plans. Total emergency response is, therefore, a combined and coordinated effort involving plant, company, private, local, and State resources.

3.0 SUMMARY

The Ginna Station Radiation Emergency Plan SC-1 describes the total preparedness program established, implemented and coordinated by the Rochester Gas and Electric Corporation (RG&E) to ensure the capability and readiness for coping with and mitigating both onsite and offsite consequences of radiological emergencies at RG&E's operating nuclear power plant, Ginna Station. The plan covers the spectrum of emergencies from minor localized incidents to major emergencies involving protective measures by offsite response organizations. Included are guidelines for immediate response, assessment of emergency situations, defined action criteria and delineation of support and recovery functions. Emergency implementing procedures provide detailed information for individuals who may be involved with specific emergency response functions.

The Emergency Plan provides for a graded scale of response for distinct classifications of emergency conditions, action within those classifications and criteria for escalating to a more severe classification. This classification system is identical to that used by the State of New York and the local (Wayne and Monroe County) emergency response agencies. The plans have four categories of emergencies: Unusual Event, Alert, Site Emergency and General Emergency. A fifth classification, Local Radiation Emergency has been added. A Local Radiation Emergency is less severe than an Unusual Event and does not involve any offsite organization.

This Procedure provides a mechanism by which the functions of the station and corporate staffs are immediately directed to accident termination or mitigation, the determination of off-site conditions and station recovery operations. The Procedure also provides for obtaining additional support if the emergency is of such a magnitude that Company resources are overextended. Such support may be additional manpower to augment the station's operating staff, manpower in specialized disciplines, or specialized emergency response equipment and services.

Ginna Station procedures provide that the Vice President, Electric and Steam Production is notified and provided with details concerning the emergency, the emergency classification, station status, and immediate Corporate assistance, if any, which may be required. The Vice President, Electric and Steam Production is designated the Recovery Manager and has the authority to activate the Recovery Organization. The Recovery Organization will be activated under the Site and General Emergencies although it may either partially or fully activated under other categories. The Recovery Manager will be responsible for the off-site radiological

consequence assessment and interaction with the remainder of emergency and recovery plan arrangements. Recovery Organization participants under the Recovery Manager possess the necessary experience and expertise in radiological assessment to effectively evaluate possible accident consequences. The Recovery Manager will be responsible for communications with off-site authorities designated in the Emergency Plan and for providing the accident diagnosis and prognosis information for the off-site authorities to assist in their emergency response. He will arrange through the other Recovery Organization members for the dispatch of any special assistance or service requested by the station and serve as the primary coordinator between the station and Recovery Organization.

Reporting to the Recovery Manager will be the Recovery Organization. Members of the Recovery Organization are company officials experienced in their area of responsibility. Each official will manage an adequately staffed group in the following areas:

1. Technical support with the nuclear experience and technical expertise in support of station operations and recovery.

2. Offsite Dose Assessment, radiological control and waste management with the nuclear experience and technical expertise to manage the Offsite Dose Assessment, radioactive waste and radiological control aspects of the response and recovery operations.

3. Design and construction support with the responsibility of coordinating the activities of the Company, A/E, NSSS supplier and construction forces on proposed station modifications or other design and construction support required for response and recovery.

4. Advisory support function with advisory support consisting of senior representatives of the NSSS supplier and special consultants as necessary.

5. Public affairs staff with the responsibility of providing accurate and timely information to the public through the news media and coordinating with Federal, State and local public relation officials.

6. Administration and logistics with the responsibility of providing administration, logistics, communications, and personnel support for response and recovery operations.

An organization chart for the Recovery Organization is provided in Section 4. Additional detail, including a listing of responsibilities is provided in Section 5.

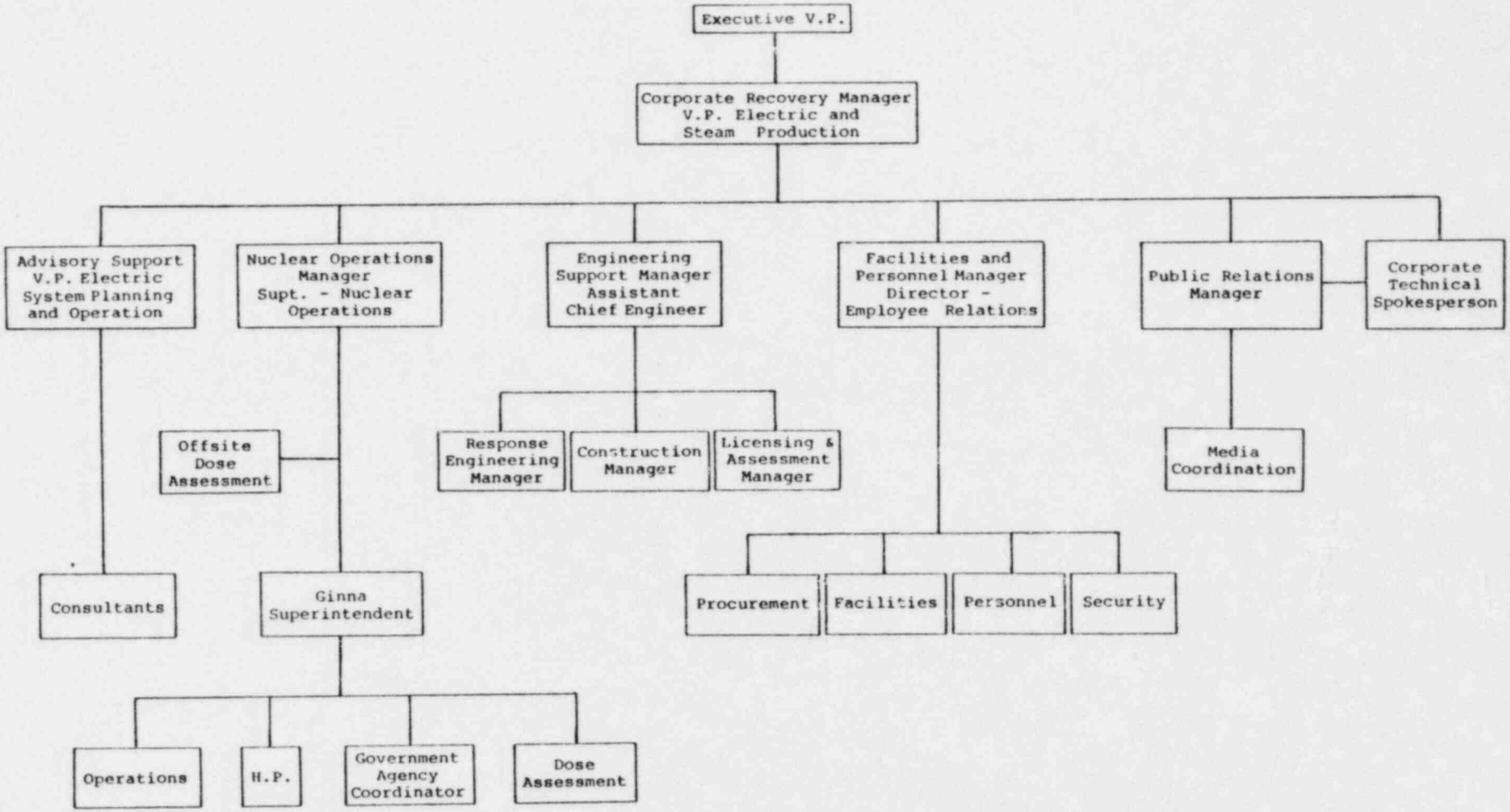
The Recovery Manager may call on other people within the company to support the emergency response effort and may request assistance from other utilities, INPO, consultants, vendors or any other sources capable of providing support.

Upon activation of the Recovery Organization, the Recovery Center (Emergency Operations Facility or EOF) is established in the corporate leased office building.

An Emergency Information Center will also be activated upon activation of the Recovery Organization or in other situations as may be required. The Center will be used to ccordinate all news releases and press conferences with the appropriate Federal, State, and local authorities.

Personnel who have responsibilities in the Recovery Center/EOF will be notified of an incident and the need for them to report to the Recovery Center according to an approved procedure. Each individual assigned to the Center will have a designated alternate who will also be notified. The Recovery Center/EOF will be activated and manned by RG&E personnel within one hour. Other personnel from RG&E, consultants, and contract personnel will be called to the Recovery Center/EOF to assist as needed.

RG&E
NUCLEAR EMERGENCY
OFFSITE RESPONSE PROCEDURE
4.0 STRUCTURE OF RECOVERY ORGANIZATION



GINNA EMERGENCY OFFSITE RESPONSE ORGANIZATION

5.0 RESPONSIBILITIES

Corporate Recovery Manager

Advisory Support

Nuclear Operations Manager

Engineering Support Manager

Facilities and Personnel Manager

Public Affairs Manager

Corporate Technical Spokes Person

Corporate Recovery Manager
Vice President
Electric and Steam Production

Reports to: Executive Vice President

Supervises: Recovery Organization personnel

Functions: Manages the overall recovery operation of the Ginna Facility.

He is responsible for the Ginna Emergency Plan with respect to the use of company resources and obtaining outside assistance, if required. He ensures that all personnel are trained and know their assignments.

Responsibilities:

1. Notifies members of the Corporate Recovery Organization.
2. Establishes communications with Ginna Station.
3. Maintains communications with offsite authorities as designated in the Emergency Plan.
4. Coordinates radiological data from on-site and off-site survey teams in terms of projected exposures on and off-site.
5. Coordinates all offsite activities to support on-site activities.
6. Schedules training and annual drills to test competency of all diagnosis teams and interfaces between all groups.
7. Arranges necessary emergency assistance needed (radiological or medical).

Advisory Support
Vice President
Electric System Planning and Operations

Reports to: Corporate Recovery Manager

Supervises: Consultants and in-house technical experts, as necessary.

Function: Provide advisory Technical Support, supplementary and complementary to onsite personnel.

Responsibilities:

1. Notify necessary Technical Experts of emergency.
2. Provide overview of plant conditions, existing and future.

Nuclear Operations Support Manager
Superintendent
Nuclear Operations

Reports to: Corporate Recovery Manager

Supervises:
1. Ginna Station Organization
2. Offsite Dose Assessment Radiological and Waste Handling Activities

Function: Coordinates activities of the offsite organization to support site activities.

Responsibilities:

1. Coordinates all communications from offsite personnel to onsite personnel.

2. Advise onsite Emergency Coordinator on requested matters.

3. Act as a liaison between the plant and the offsite organization.

4. Directs Recovery Phase Radiological and Waste Handling activities through the offsite Health Physicist.

Engineering Support Manager
Assistant Chief Engineer

Reports to: Corporate Recovery Manager

Supervises: Off-site and on-site engineering, construction and licensing staff

Functions: Coordinates the design and construction activities of the utility, A/E, NSSS Supplier, Construction forces, and outside vendors. The organization of his technical staff is shown in the diagram Figure 5-1.

Responsibilities:

1. Provide the direct contact between the utility and the A/E, NSSS Supplier, and Constructor, on administrative matters.

2. Determine the need for and provide engineering and technical specialists assigned on a preplanned basis, if required. Assure that these specialists are present, or their alternates are available. Be prepared to provide additional support, as well.

3. Assure that the design and construction activities are adequately staffed and equipped to provide timely support.

4. Coordinate with the Facilities and Personnel Manager to ensure required plant site facilities, including communications, are available.

5. Direct, coordinate, and approve other engineering and design, and construction activities on site.

6. Establish which engineering, design, and construction activities, if any, shall conform to utility formal requirements or be documented by utility quality assurance procedures.

Working Relationships:

1. Nuclear Operations Manager regarding plans for modifications to systems and equipment in plant.

2. Advisory Group Manager regarding advance planning, special studies and safety evaluations, other assigned tasks.

3. Facilities and Personnel Manager regarding procurement, staff and facility support requirement.

Manager of Response Engineering

Reports to: Engineering Support Manager

Supervises: Utility Engineering Staff Personnel, AE, NSSS equipment supplier, balance of plant vendors and other technical consultants.

Functions: Responsible for directing and administratively controlling corporate engineering and performing such engineering and design tasks that the Engineering Support Director may direct to meet the requirements of the recovery operation.

Responsibilities:

1. Direct response engineering activities at Corporate Engineering Office.

2. Provide the administrative and technical control of the engineers, designers, environmental specialists, document control, drafting and clerical staff assigned to him. Assure that these specialists are present, or their alternates are available.

3. Assure that his engineering and design activity is adequately staffed and equipped to provide timely support.

4. Determine assignments of work and direct activities of A/E, NSSS equipment suppliers, balance of plant vendor and other technical consultants.

Working Relationships:

1. Manager of Nuclear Licensing and Assessment for advance planning and technical support and data input.

2. Plant operators regarding review and approval of proposed modifications to systems and equipment in plant.

3. Manager of Construction Services for required engineering support.

4. NSSS equipment supplier.

5. Balance of plant equiment vendors.

6. A/Es and technical consultants.

Manager of Nuclear Licensing and Assessment

Reports to: Engineering Support Manager

Supervises: Licensing and analytical staff

Functions: Responsible for directing and administratively controlling licensing and system analysis support.

Responsibilities:

1. Provide for onsite licensing and system assessment of the emergency as required.
2. Analyze problems associated with the operation of plant systems and develop out-of-normal or emergency plans for how the plant can best contend with problem.
3. Alert and provide primary interface with NSSS support manager.
4. Determine assignment of work and direct work of technical consultants required to support analytical and licensing efforts.
5. Provide primary interface with NRR and alternate NRC representatives to resolve licensing concerns related to both short- and long-term recovery operations.
6. Attend PORC meetings as required to support resolution of problem.
7. Analyze conditions and give guidance for core and system protection.
8. Recommend conceptual system modifications related to long-term recovery operations.

Working Relationships:

1. Plant Operations Manager regarding identification of problem and resolution of short-term operational response.
2. Manager of Response Engineering regarding task assignments, vendor interface, engineering data and study development and communication.
3. NRC representatives.
4. NSSS Support Manager.

Manager of Construction Services

Reports to: Engineering Support Director

Supervises: Ginna Modification Project staff site contractors

Functions: Responsible for directing and administratively controlling the construction forces, including their subcontractors, and performing such construction tasks that the Engineering Support Manager may direct to meet the requirements of the recovery operation.

Responsibilities:

1. Provide the direct contact between the utility and Constructors on all administrative and construction matters.

2. Provide plan for utilization of the Ginna Modification Project to implement construction activity during recovery operation.

3. Assure that the construction forces are adequately manned and equipped to provide timely construction support.

4. Direct, coordinate, and approve construction tasks assigned by the Engineering Support Manager.

5. Coordinate the work of suppliers or subcontractors providing construction materials or services.

6. Provide for all temporary onsite facilities and supporting utilities required for recovery operation.

Working Relationships:

1. Manager of Response Engineering regarding utility construction requirements.

2. Prime construction force contractor and major subcontractor to assure manpower supply adequate and availability and supervisory personnel and material suppliers.

3. Other major constructors as required to support recovery operations.

4. General Maintenance Superintendent for availability of company work force and shops.

5. Facilities and Personnel Manager for onsite temporary facilities requirement.

6. Plant Operations Manager for operational support requirements.

Quality Control Engineer

Reports to: Engineering Support Director

Supervises: Quality Control Staff Personnel

Functions: Responsible for directing and administratively controlling the Engineering Department Quality Control Staff and executing the Engineering Department quality control program for such engineering tasks as the Engineering Support Director may direct to meet the requirements of recovery operation.

Responsibilities:

1. Provide the direct contact between the Engineering Department utility Quality Assurance Manager and the Engineering Department Quality Control Staff on all administrative and technical matters.

2. Assure that the quality control activity is adequately staffed and equipped to provide timely support.

3. Direct and coordinate the implementation of the quality control program for approved construction tasks.

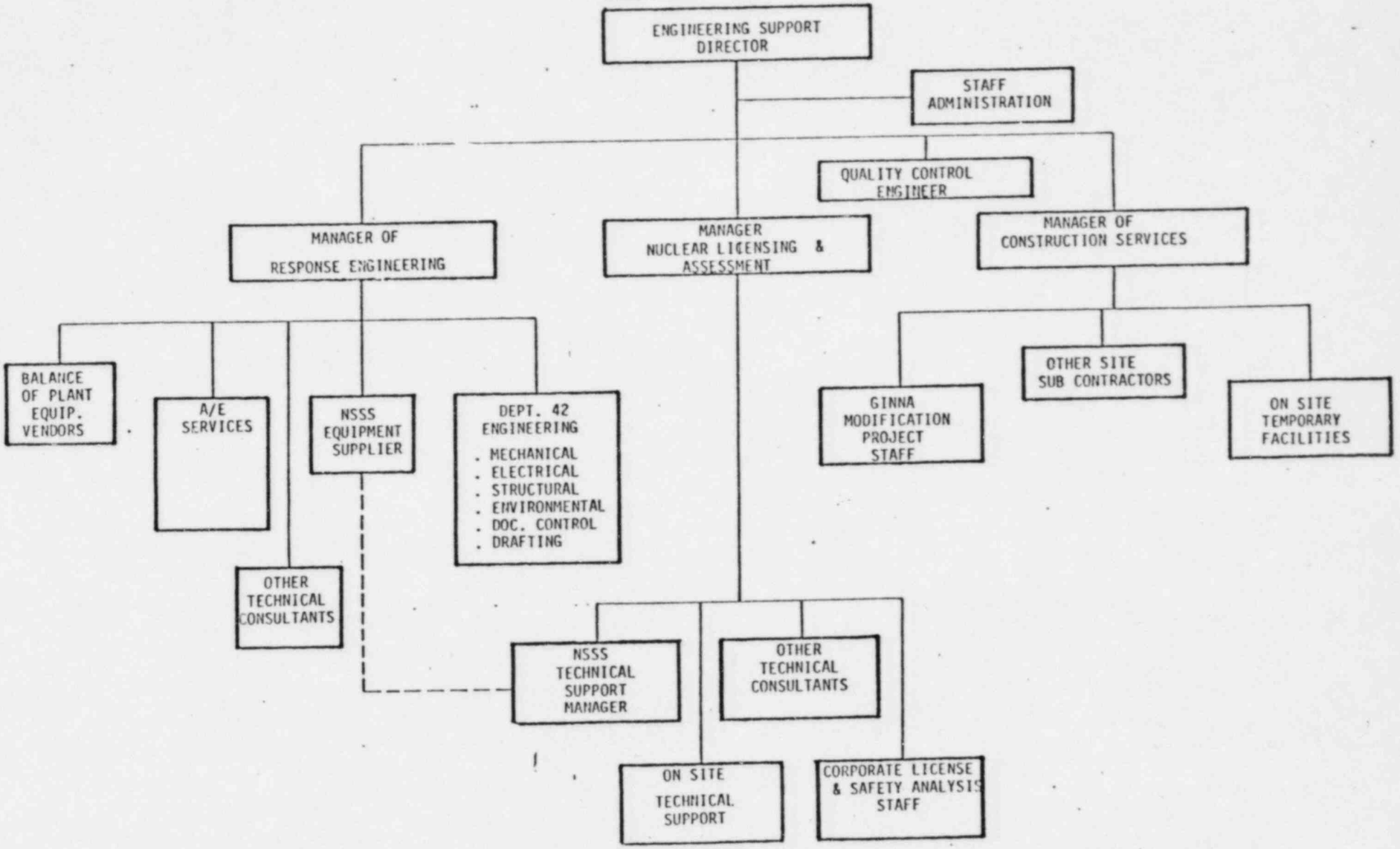
Working Relationships:

1. Utility Quality Assurance Manager regarding quality control requirements.

2. Engineering Support Manager regarding the interfacing of engineering and quality control activities.

R&E NUCLEAR GENCY OFFSITE
RESPON EDURE
ENGINEERING SU ORGANIZATION

FIG. 5-1



Facilities and Personnel Manager
Director - Employee Relations

Reports to: Corporate Recovery Manager

Supervises: Facilities & Personnel staff as indicated on the organization diagrams

Functions: Provides administrative, logistic, communications, and personnel support for the recovery operation.

Responsibilities:

1. Administration - Provide the Recovery Organization support functions including typing, reproduction, office supplies, and office furniture. Special items like photography services and facility/area maps are also provided by this organization.

2. Accommodations - Handle the arrangements for motel, airline and trailer arrangements. Staff the central processing center and perform the functions of registration and general employee training.

3. Communications - Meet the telephone requirements of the overall Recovery Organization and provide special radio requirements such as mobile units and radio pages. This group will also maintain the Recovery Organization telephone directory.

4. Purchasing - Function as the Recovery Organization purchasing agent with responsibility for contract negotiation/administration and material control.

5. Finance - Administer the petty cash fund and expense accounts. Provide for handling of payroll matters.

6. Commissary - Provide for food deliveries, operation of the field kitchen and for trash disposal.

7. Human Resources - Meet the manpower request needs of the Recovery Organization both in the technical and craft disciplines. Insure that clerical support is available and provide labor relations assistance as required.

Public Relations Manager

Reports to: Corporate Technical Spokesperson

Supervises: Public Relation Staff reporting to Emergency Operations Facility

Responsiblities:

1. To coordinate all media responses with Corporate/ Technical Spokesperson at Recovery Center.

2. To coordinate all statements with Federal, State and local agencies.

3. To coordinate statements and provide services to Information Officers from State and Federal agencies.

4. To be responsible for implementing reproduction of all statements for distribution to Telephone Center and Employee Distribution Points.

5. Provide for audio and visual materials as requested from Corporate/Technical Spokesperson at Recovery Center.

Principle Working Relationships:

1. Public Information staff regarding development of all necessary communciations.

2. Federal, State and local Public Information officials.

Corporate Technical Spokes Person

Reports to: Corporate Recovery Manager

Advises: Public Relations Manager

Responsibilities:

1. Serve as principal liason between the Recovery Center and the Joint Information Center.

2. To be in constant contact with Senior Management and the Corporate Recovery Manager.

3. To ensure that all statements issued to the media are approved by Corporate Recovery Manager.

4. To be the official source of RG&E's statements to the media.

Principle Working Relationships:

1. Senior Utility Executives regarding all development and necessary policy decisions.

2. News media.

6.0 FACILITIES

6.1 General

A. Recovery Center / Emergency Operations Facility (EOF)

The Emergency Operations Facility (EOF) for the Ginna Nuclear Power Plant is located in the Rochester Gas and Electric Corporation leased office building at 49 East Avenue, next to the main Corporate office building. Because the building structural records are incomplete, the building is assumed to be a five story structural steel reinforced concrete floor structure. It is also assumed that the structure was built in accordance with the City of Rochester building codes.

B. Emergency News Information Center

The Emergency News Information Center for the Ginna Nuclear Power Plant is located in the Rochester Gas and Electric Corporation Corporate office building. The building is a twelve story structural steel, reinforced concrete floor, structural tile wall structure with brick facing. The structure was built in accordance with the City of Rochester building code.

The leased office building and the Corporate office building are located 18 miles WSW of the Ginna plant in the Center of the city of Rochester.

During emergency operation the basement and the Fourth Floor of the leased office building and the basement of the Corporate office building will be secured from the remainder of the buildings for exclusive use by emergency personnel. The basement level of the Corporate office building will be utilized by Rochester Gas and Electric Public Affairs personnel and the news media. A portion of the Fourth Floor of the leased office building will be occupied by Technical Support personnel and a portion of the basement floor by Rochester Gas and Electric Management personnel assigned to direct overall Company operation during a Ginna plant accident. Also, responsible emergency personnel from Local, State and Federal agencies will be located in the basements and furnished with the appropriate accomodations.

6.2 Size and Staffing

A. Basement Level of Corporate Office Building

The basement level contains the building auditorium, the Home Service Department offices and facilities,

Building Maintenance personnel offices, storage areas, Purchasing Stores and building services equipment.

During a Ginna plant emergency, major corridors, the auditorium and the Home Service Department offices and facilities will be made exclusively available to Rochester Gas and Electric, Federal, State and Local agencies and Public Relations personnel. The major corridors (approximately 700 sq. ft.) will be used for phone communications by the news media. The Home Service Department offices and facilities occupy 2500 sq. ft. of floor area, of which the office portion is assigned to each of the emergency participating agencies for private use. The remaining offices on the floor are for RG&E Public Relations personnel use. The Home Service Department facilities area has been designated media work area. This area will be equipped with typewriters, tables, chairs and office supplies in support of the news media objective. The auditorium has a 250 seat capacity, with a 300 sq. ft. raised stage at the north end. The auditorium will be used for press conferences during the emergency, and when not used for press conferences it will be partitioned into a work area and conference room. Figure 6-1 is a layout of the basement during normal operations and Figure 6-2 is a layout of the basement, highlighting areas assigned for emergency use.

B. Fourth Floor Leased Office Building

The Fourth Floor of the leased office building is normally occupied by the RG&E Engineering Department. All facilities required for the engineering functions that are necessary to support the Ginna plant, i.e. reproduction, word processing, drafting, records, drawings, equipment manuals, plant technical specifications, FSAR, Ginna procedures, computer terminals, data displays, communications, etc. are either located on this floor or in the building.

During an emergency, Technical Support personnel for the plant will locate here, since the Technical Support personnel are in fact Engineering Department personnel. The RG&E Technical Support personnel will be supplemented by outside consultants and accomodations will be made available for these groups. Figure 6-3 is a layout drawing of the Fourth Floor area assigned for emergency use with approximately 1200 sq. ft. of floor space.

C. Basement Level Leased Office Building

The basement level is normally occupied by Engineering Support personnel with a large area (approximately 3200 sq. ft.) set aside for the Emergency Operations Facility (EOF/Recovery Center) and dedicated for use by emergency personnel. Federal, State and Local agencies involved and RG&E Management assigned to the Ginna plant emergency operations locate here. Figure 6-4 is a layout drawing of the EOF/Recovery Center and Figure

6-5 is a layout drawing of the NRC office which is near the EOF/Recovery Center.

During an emergency, the entire basement level will be secured for exclusive use by emergency personnel. Although the entire area may not be required to cope with the emergency, it is available if unforeseen circumstances arise.

6.3 HABITABILITY

The EOF/Recovery Center is located in the opposite direction of the prevailing winds, and of such distance from the Ginna plant, that radiation protection equipment is not a consideration. Building heat is supplied by the downtown RG&E steam system which is generated in fossil-fueled plants in the downtown area. Electric requirements are provided by either one of two circuits fed from the RG&E 11KV underground downtown electric network system. Lavatory facilities are available on each floor and can accomodate the normal work force of the buildings and any additional emergency personnel anticipated.

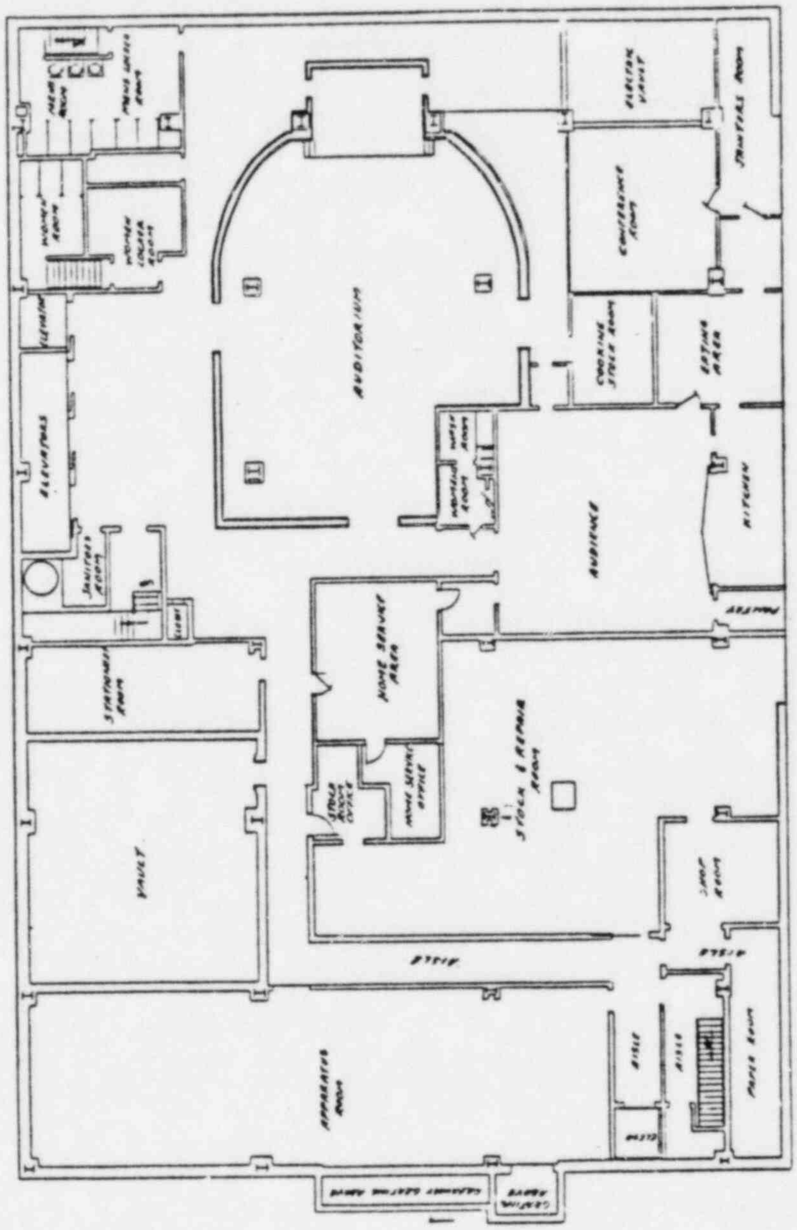


FIGURE 6-1

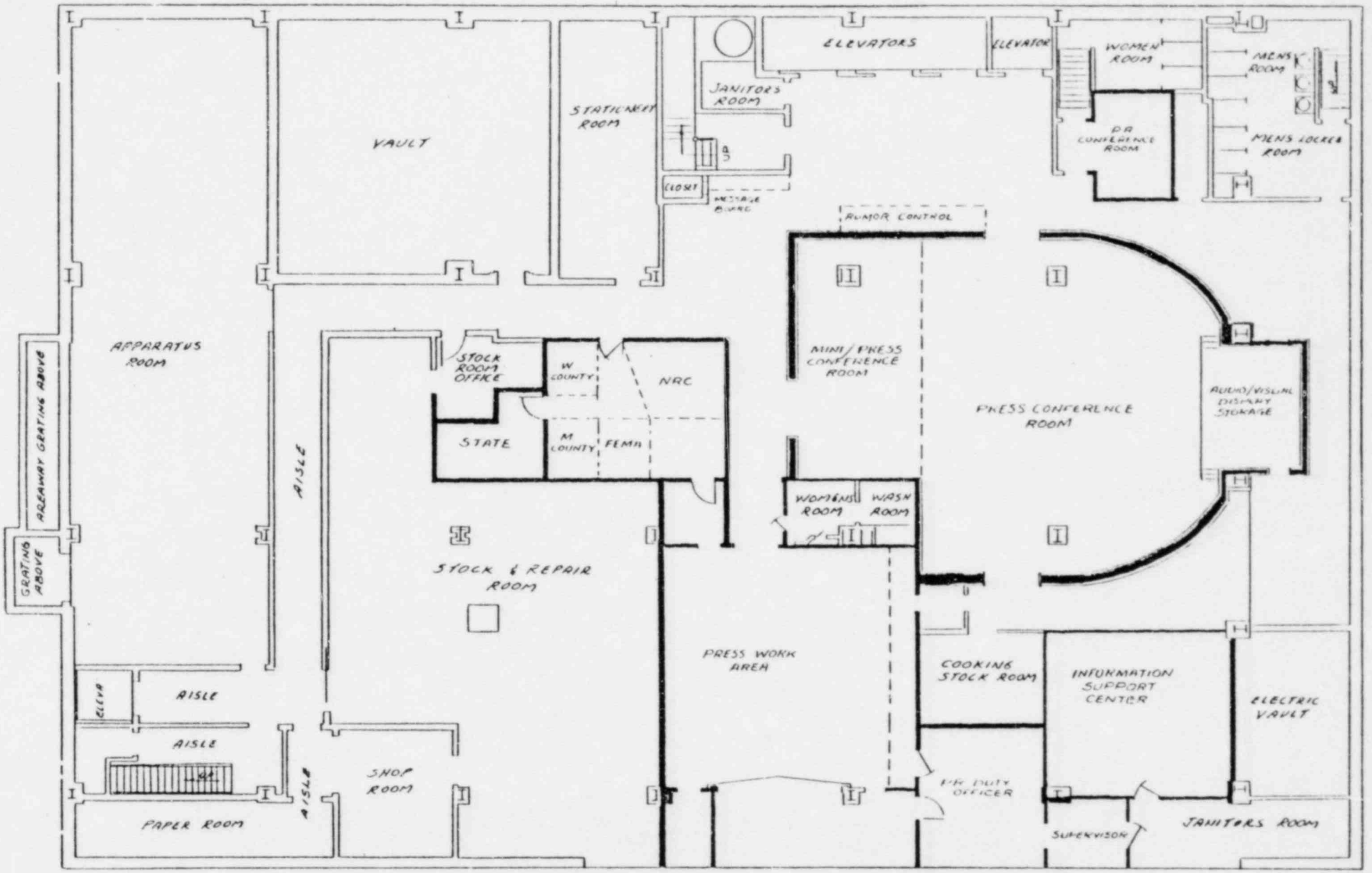


FIGURE 6-2

Exhibit 4

MAIN OFFICE - EMERGENCY
BASEMENT FLOOR PLAN

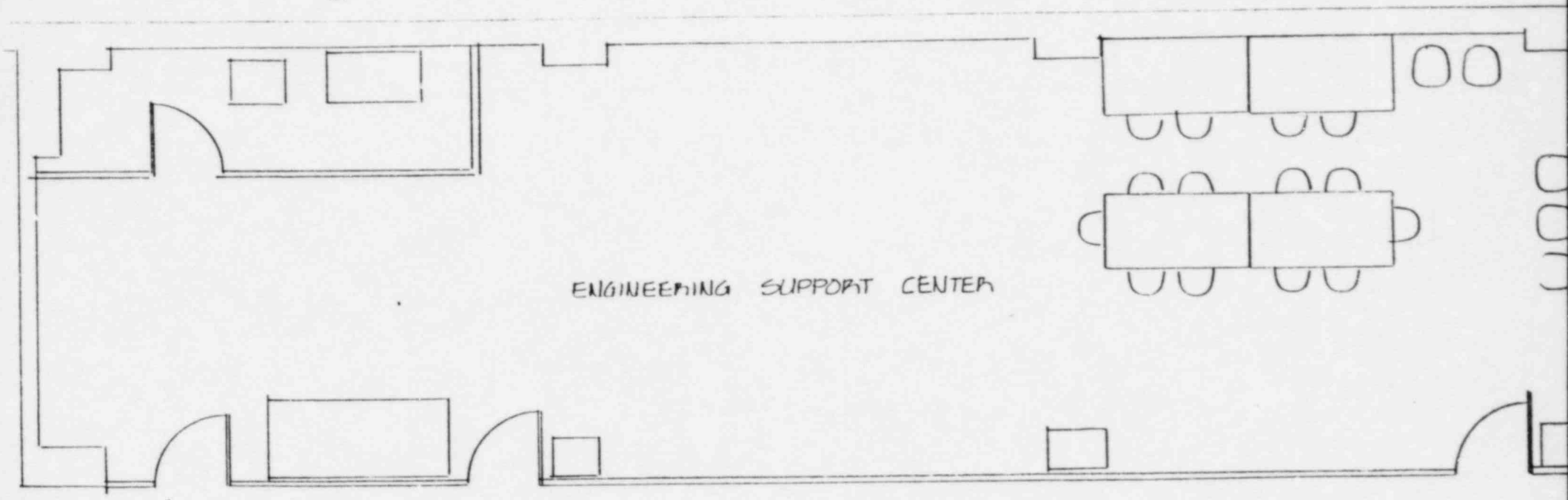


FIGURE 6-3

FOURTH FLOOR
49 EAST AVENUE

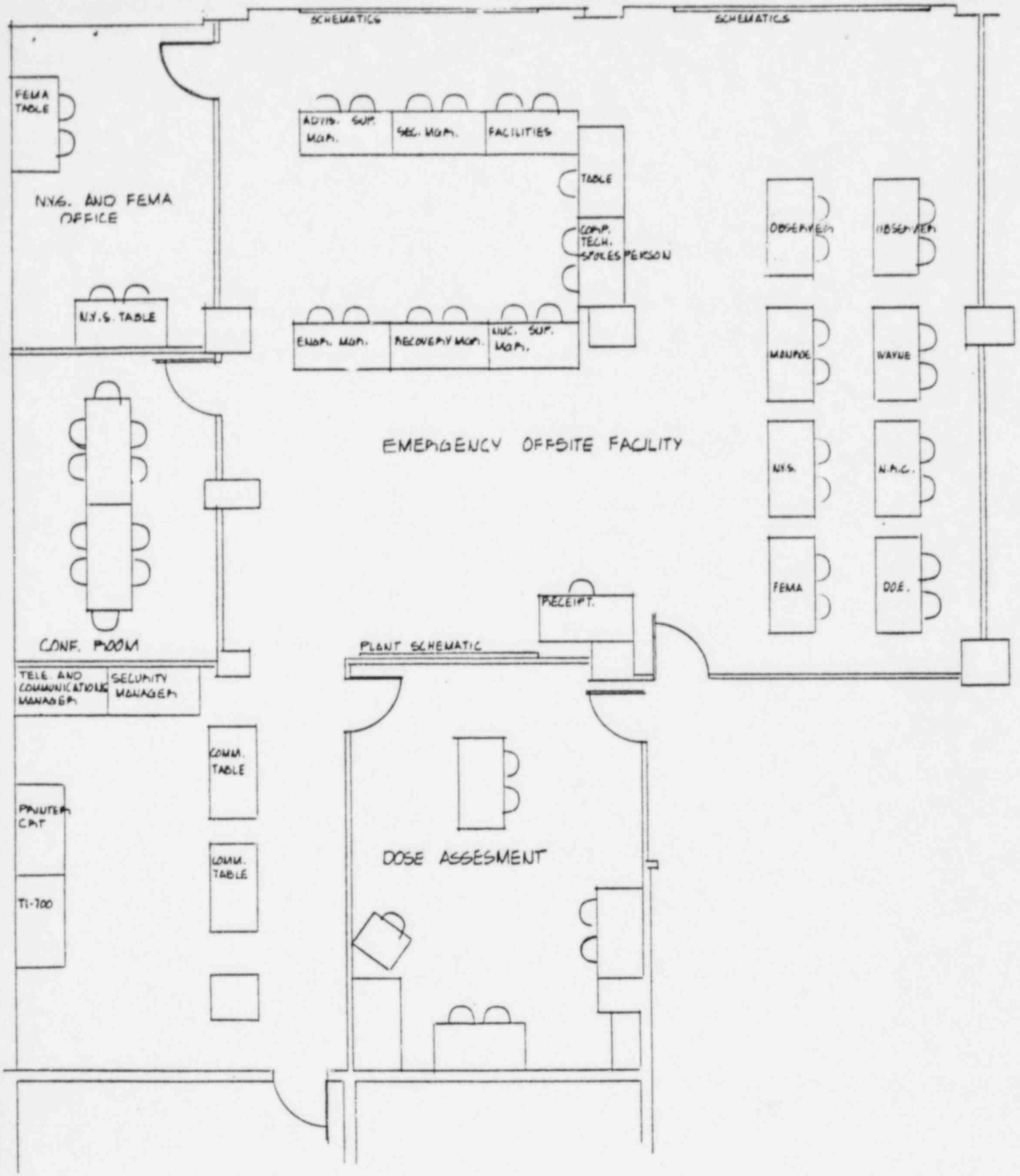
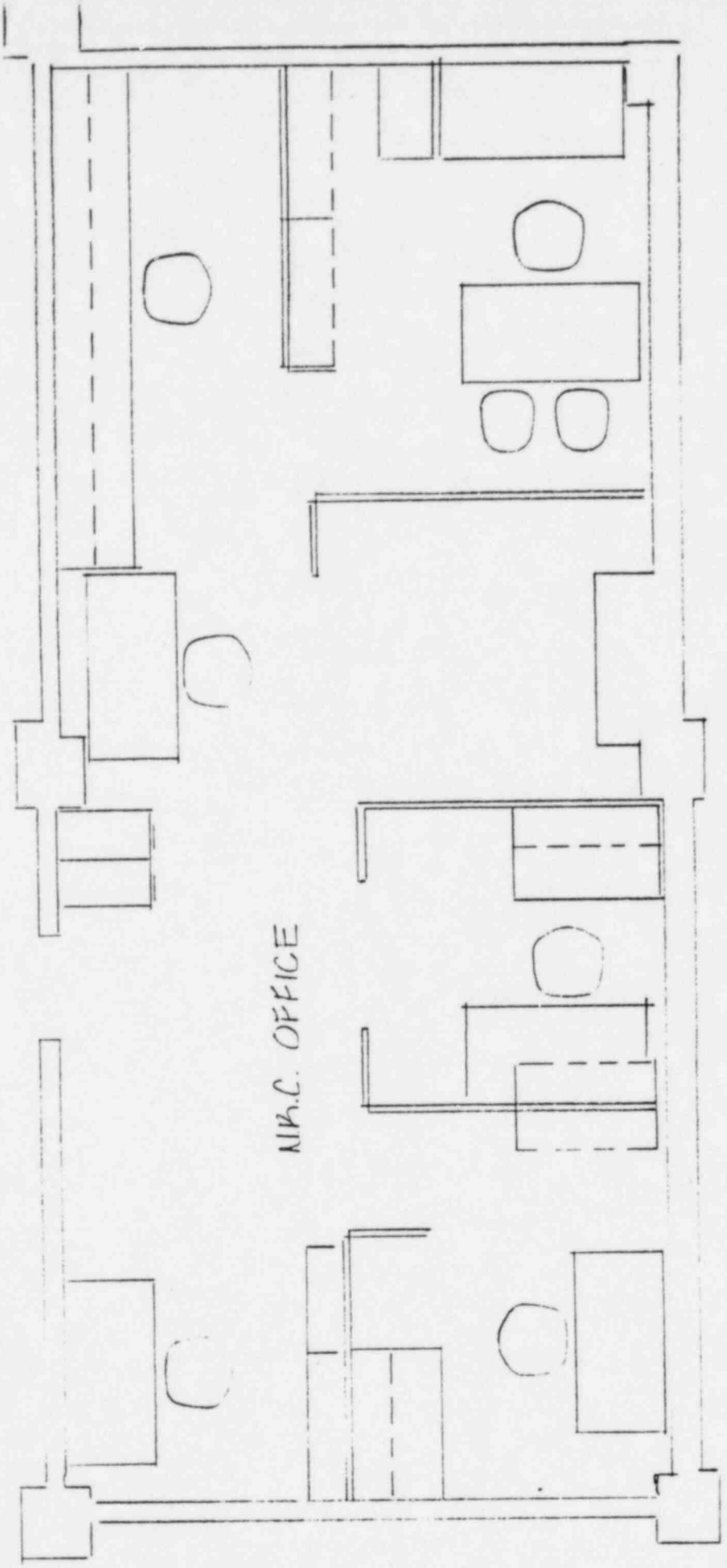


FIGURE 6-4

BASEMENT LEVEL
49 EAST AVENUE


NRC OFFICE

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7.0 COMMUNICATIONS

7.1 Telephone and Radio

Extensive phone communications capability exists at the RG&E Corporate main office and the leased office building. There presently exist 600 telephone lines from the Corporate main office to the Corporate telephone exchanges at Front and Andrews Streets (a mile distance). Each one of these lines can have several handsets at different locations sharing a common circuit. This system, the RG&E Corporate System is powered by two redundant AC power supplies which are backed up with a motor generator and battery uninterruptible power supply. The Corporate phone system can communicate with the Ginna plant system over 12 two-way tie lines and 3 one-way lines (incoming) of the Rochester Telephone Corporation (RTC). Additionally, each of the Main Office Corporate circuits can access the New York Telehpone system circuits to the Ginna plant which number five incoming, five outgoing and six two-way tie lines from the Ginna plant to the New York Telephone system. Also, the Ginna has three Rochester Telephone system foreign, and eleven New York Telephone system foreign exchange circuits that can be accessed by any of the 600 Corporate circuits at the Main Office (fifteen of these are powered totally by the RTC). The foreign exchange circuits are private circuits, such as those in the domestic home. Three direct lines are available for emergency use between the Ginna plant and the EOF/Recovery Center. These lines presently communicate to the Payroll Department, Purchasing Department and Electric Load Dispatcher. Also, a Ginna Station telephone system line is brought directly into the EOF/Recovery Center.

A radio communications system provides the backup to the redundant phone systems for the EOF. A base station for a VHF radio frequency of [redacted] Kilo Hertz is located in the Ginna plant control room. The base station can be "keyed" from the control room, Technical Support Center or Emergency Survey Center at the plant site and is used to communicate to the base station at the EOF and the Load Dispatcher and vise versa. The EOF base station can be "keyed" from either one of the following locations of the EOF:

1. Basement Floor leased office building (EOF/Recovery Center Communications Area).

2. Fourth Floor leased office building (Engineering Support Center).

3. Basement Floor leased office building (Dose Assessment Area).

7.2 Data System Equipment

The Ginna plant process computer (Westinghouse P-250) offers two communication ports. A low speed port is available for telephone data access. Using this communication link allows a single user access to information by specifying a Point I.D. or a review name. Data is supplied once for each request. The other communication port is a high speed dedicated link to the Data General MV-8000 Computer (Eagle 1), located at 111 East Avenue. Ginna information can be accessed by multiple users on the MV-8000 using a system utility called Ginna Access. This system allows for trending Ginna plant parameters in addition to on demand information.

In summary, there are two methods to acquisition data from Ginna's plant processor. One user can utilize the low speed link while many users can utilize the high speed link via Eagle 1's Ginna Access System.

7.3 Records Management and Availability

As previously described all the required records and information necessary to support the recovery of the Ginna plant in an emergency is available and up-to-date at the EOF. Specifically, this information is located on the Basement Floor of the leased office building in the Engineering Records Room and the Technical Information Center (Technical Library). On a daily basis several people maintain these two sources of information in a current status since these centers of information are primary sources of information to both the Engineering Department and the Ginna plant. During an emergency, the responsible managers of these informational sources are assigned to the Technical Support staff to insure immediate availability of information.

8.0 TRAINING

8.1 Procedure Maintenance

The Offsite Response Procedure and implementing procedures will be reviewed annually for adequacy and current applicability. Procedure changes will be made and distributed.

8.2 Individuals responsible for various aspects of this Procedure will receive initial training and be retrained annually in conjunction with the plant drill. The drill will check communications systems, response time, performance of participants, and interrelations of the various emergency centers. Training exercises may be held prior to the annual drill.

8.3 An annual drill of this Procedure will be held in conjunction with the Ginna Station Radiation Emergency Plan. All aspects of this drill will be audited by trained observers and a report made to the Nuclear Safety Audit and Review Board. Any comments will be evaluated and actions taken if appropriate.

8.4 Managers of the recovery teams will evaluate their procedures, notification lists, and equipment needs annually to ensure that they can meet their assigned functions.

9.0 Recovery

After the initial emergency response actions are concluded (i.e., the plant is in cold shutdown and under control), a decision to begin the recovery phase will be initiated. A number of considerations will enter into this decision to begin the recovery phase and dismantle the Emergency Response Organization. The decision to enter the recovery phase will be made by the Recovery Manager in consultation with his Support Managers, NSARB and onsite personnel.

The decision to enter the recovery phase will be based upon a comprehensive review of station parameters and conditions. These shall include, but not be limited to the following:

1. Station parameters of operation no longer indicate a potential or actual emergency exists.

2. The reactor shutdown conditions are stable.

3. The reactor containment building integrity is intact.

4. The release of radioactivity from the station is controllable and no longer exceeds permissible levels, and no danger to the general public from the above source(s) is credible.

5. Radioactive waste systems and decontamination facilities are operable to the extent needed.

6. A reactor heat sink is available and operating.

7. The integrity of power supplies and electrical equipment needed for the station to be capable of sustaining itself in a long term shutdown condition is intact.

8. The operability and integrity of instrumentation, including radiation monitor equipment has been demonstrated.

9. Trained personnel and support services are available for when station entry and cleanup is possible, without workers receiving an excess of their permissible exposures.

Federal, State and Local authorities shall be advised of any decisions and resulting changes pertaining to the Emergency Response Organization status.