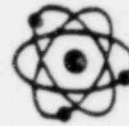




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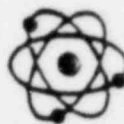
TITLE: TABLE OF CONTENTS

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3.0 On-Shift System Power Controller	Section III
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5.0 General Office Control Center Director	Section V
6.0 Communication/Nuclear Licensing (GOCC)	Section VI
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TITLE: OVERVIEW: GENERAL OFFICE NUCLEAR PLANT EMERGENCY PROCEDURE

1.0 PURPOSE

To define responsibilities of Consumers Power Company support personnel in the event of an Alert, Site Area Emergency, or General Emergency at one of the Company's three nuclear Plants.

2.0 SCOPE

This procedure shall be used in conjunction with all appropriate nuclear Plant and departmental Emergency Implementing Procedures. It will be put into effect after the affected nuclear Plant notifies Power Control of an Alert, Site Area Emergency, or General Emergency, and will remain in effect until the Plant's Site Emergency Director determines it is no longer required.

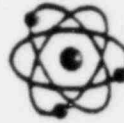
3.0 ORGANIZATION

Upon notification of Power Control by the affected Plant, and subsequent notification of previously designated Nuclear Operations Department personnel, the General Office Control Center (GOCC) will be activated immediately. This interim Emergency Operations Facility (EOF) will be manned by previously designated personnel from within the Nuclear Operations Department at Parnall Road in General Office. The General Office Control Center Director, upon consultation with the Site Emergency Director at the affected Plant, will determine the appropriateness of activating the Emergency Operations Facility (EOF). The makeup of the EOF comes from those personnel assembled at the General Office Control Center. The GOCC will provide support after the EOF becomes operational and after proper transfer of authority has been completed between all team leaders and between the GOCC Director and EOF Director.



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TITLE: CALL LIST

EMERGENCY ON-CALL SCHEDULE FOR GENERAL OFFICE CONTROL CENTER DIRECTORS
FEBRUARY THROUGH SEPTEMBER 1982
SECTION II

On-call duty is from Monday morning, 0800 hours, until the following Monday morning at 0800 hours.

<u>Scheduled Dates - 1982</u>	<u>Responsible Individual - 1982</u>
February 22 - March 1	J F Firlit
March 1 - March 8	D J Vandewalle
March 8 - March 15	J G Lewis
March 15 - March 22	K W Berry
March 22 - March 29	W J Beckius
March 29 - April 5	D R Hughes
April 5 - April 12	F W Buckman
April 12 - April 19	E R VanHoof
*****	*****



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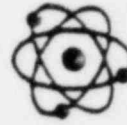
TITLE: CALL LIST

<u>Scheduled Dates - 1982</u>	<u>Responsible Individual - 1982</u>
April 19 - April 26	J F Firlit
April 26 - May 3	D J Vandewalle
May 3 - May 10	J G Lewis
May 10 - May 17	K W Berry
May 17 - May 24	W J Beckius
May 24 - May 31	D R Hughes
May 31 - June 7	F W Buckman
June 7 - June 14	E R VanHoof
*****	*****
June 14 - June 21	J F Firlit
June 21 - June 28	D J Vandewalle
June 28 - July 5	J G Lewis
July 5 - July 12	K W Berry
July 12 - July 19	W J Beckius
July 19 - July 26	D R Hughes
July 26 - August 2	T W Elward
August 2 - August 9	E R VanHoof
*****	*****



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<u>Scheduled Dates - 1982</u>	<u>Responsible Individual - 1982</u>
August 9 - August 16	J F Firlit
August 16 - August 23	D J Vandewalle
August 23 - August 30	J G Lewis
August 30 - September 6	K W Berry
September 6 - September 13	W J Beckius
September 13 - September 20	D R Hughes
September 20 - September 27	T W Elward
September 27 - October 4	E R VanHoof



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TITLE: CALL LIST

Phone Numbers for the Responsible Director, Power Control, and Radio Control

Beeper

	<u>Office</u>	<u>Residence</u>
J F Firlit	788-2052	[REDACTED]
D J Vandewalle	788-1636	[REDACTED]
J G Lewis	788-5803	[REDACTED]
K W Berry	788-1875	[REDACTED]
W J Beckius	788-2445	[REDACTED]
D R Hughes	788-1858	[REDACTED]
T W Elward	788-5855	[REDACTED]
E R VanHoof	788-1545	[REDACTED]

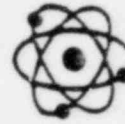
Power Control, Parnall Building 788-0990, 788-0991;

Radio Control Beeper 787-6474



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TITLE: CALL LIST

SUPPORT TEAM

NOTE: All names are listed in order of call preference.

	<u>Business</u>	<u>Home</u>
1. <u>Health Physics Support Team</u>		
Roger Sinderman (Leader)	81935	[REDACTED]
Robert English	82029	[REDACTED]
Joe Beer	82441	[REDACTED]
Robert Marusich	81893	[REDACTED]
Jim Garrick	87062	[REDACTED]
Tom Neal	81630	[REDACTED]
Alex Azima	82340	[REDACTED]
James Fontaine	82405	[REDACTED]
David Fugere	82440	[REDACTED]
Yi Huang	81931	[REDACTED]
2. <u>Accident Analysis Support Team</u>		
Ken Brienzo (Leader)	81874	[REDACTED]
Jerry Umbarger	80658	[REDACTED]
Terry Marz	82501	[REDACTED]
Jim Meincke	82510	[REDACTED]
Gary Pratt	81879	[REDACTED]



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TITLE: CALL LIST

	<u>Business</u>	<u>Home</u>
3. <u>Nuclear Licensing Support Team</u>		
Robert Vincent (Leader)	81572	[REDACTED]
Rod Krich	85867	[REDACTED]
Brian Johnson	81571	[REDACTED]
Tom Bordine	82977	[REDACTED]
Jalal Daiza	81445	[REDACTED]
Kenneth Straup	85876	[REDACTED]
Charles Snow	81965	[REDACTED]
4. <u>Quality Assurance Support Team</u>		
Jack Freneau (Leader)	82905	[REDACTED]
Herm Esch	82928	[REDACTED]
Mike Fox	82463	[REDACTED]
Jerry Corley	87051	[REDACTED]
5. <u>Plant Support Engineering Support Team</u>		
Jim Schepers (Leader)	81739	[REDACTED]
John Jandovitz	82347	[REDACTED]
Jim Keumin	81876	[REDACTED]
Ed Cooper	81940	[REDACTED]
John Yope	81849	[REDACTED]



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	<u>Business</u>	<u>Home</u>
6. <u>Secretarial</u>		
Jeannine Smith	81219	[REDACTED]
Sue Bradley	81487	[REDACTED]
Sherry Durfey	81638	[REDACTED]
Wanda Monroe	82446	[REDACTED]
Dee Turley	82109	[REDACTED]
Sandy Wymer	81863	[REDACTED]
Zanne Yarger	81803	[REDACTED]
7. <u>Clerical</u>		
Mary Ludwig	80561	[REDACTED]
Rhonda Beitelschies	81427	[REDACTED]
Eilish McKnight	81447	[REDACTED]
Sherry Durfey	81638	[REDACTED]
Jenifer Lampman	81546	[REDACTED]
Pat Heethuis	81683	[REDACTED]
Carolyn Cavanaugh	81577	[REDACTED]
Karen McKnight	87097	[REDACTED]
Betty Livgren	81991	[REDACTED]
Sue Stilson	82937	[REDACTED]



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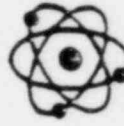
TITLE: CALL LIST

	<u>Business</u>	<u>Home</u>
8. <u>Document Control</u>		
Don Wetzel	80565	[REDACTED]
Jill Allen	82495	[REDACTED]
Judith Bradley	82495	[REDACTED]
Marda Johnson	82494	[REDACTED]
Alta Carley	82495	[REDACTED]
Margaret Pawlick	82494	[REDACTED]
Julie Bailey	82494	[REDACTED]
9. <u>Engineering Records</u>		
C J McDonald	81774	[REDACTED]
Thomas Vogt	80256	[REDACTED]
Kathy Aberle	82032	[REDACTED]
Jacqueline Trice	82032	[REDACTED]
Theresa Bronsberg	82032	[REDACTED]
Gladys Stanfield	80867	[REDACTED]
10. <u>Property Protection Department Group</u>		
Skip Cooper	81564	[REDACTED]
Barton Friese	81561	[REDACTED]
Robert Price	81512	[REDACTED]
Stephen Kiss	81563	[REDACTED]



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TITLE: CALL LIST

	<u>Business</u>	<u>Home</u>
Arthur Cummings	82562	[REDACTED]
Brian Bradley	80917	[REDACTED]
11. <u>Emergency Planning</u>		
William Miller	81855	[REDACTED]
Phil Loomis	81861	[REDACTED]
12. <u>Technical Library (Parnall)</u>		
Kay Stevens	80541	
Jean Walczak	80541	



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TITLE: ON-SHIFT SYSTEM POWER CONTROLLER

1.0 PURPOSE

To describe and define the responsibility of the Corporate On-Shift System Power Controller.

2.0 ATTACHMENTS

Attachment III-1 "Power Control Checklist."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

NOTE: For an unusual event, notify the Vice President, Nuclear Operations, and the General Office Control Center Director.

4.0 PROCEDURE

4.1 Responsibilities

To notify the On-Shift Gas Supply Controller, the General Office Control Center Director, the Company Executives, and the other nuclear Plants in the Company's system that a General or Site Area Emergency or an Alert has occurred at one of the Company's nuclear power Plants and that they are to carry out their designated duties. Obtain all of the information required on the top of Attachment III-1 from the affected Plant.

NOTE: Use a copy of Attachment III-1 when making notifications.

4.2 Actions

4.2.1 Notify the On-Shift Gas Supply Controller (supply the preliminary emergency condition class).

4.2.2 Notify the on-call General Office Control Center Director from the On-Call List, Section II (supply the information contained on Attachment III-1).

- a. If the on-call Control Center Director cannot be reached by telephone, use the paging system by dialing 787-6474 and inform the operator that you would like to page No 546 0098309 with the following message:



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TITLE: ON-SHIFT SYSTEM POWER CONTROLLER

"Mr _____, please call the Consumers Power Company Power Control Center immediately."

- b. If the individual on call has not been contacted within ten minutes, notify one of the other individuals who alternate this duty.
- c. Notify the Site Emergency Director at the plant that a General Office Control Center Director has been determined.

4.2.3 Notify the Vice President - Nuclear Operations:

R B DeWitt
Work: 81217
Home: (517) [REDACTED]
(616) [REDACTED]

4.2.4 Notify the Executive Vice President - Energy Supply:

J W Reynolds
Work: 81920
Home: [REDACTED]

4.2.5 Notify the Company President:

J D Selby
Work: 81600
Home: [REDACTED]

4.2.6 Notify the Control Rooms of the other nuclear plants:

- a. Big Rock Point Plant Hot Line or [REDACTED]
- b. Palisades Hot Line or [REDACTED]
- c. Midland (when operational in 1983)



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TITLE: ATTACHMENT III-1, POWER CONTROL CHECKLIST

Date: _____

Plant: BRP PAL MID 1 MID 2

Time: _____

Drill: Yes ___

No ___

Unusual Event ___

Alert ___

Site Area Emergency ___

General Emergency ___

NOTE: Do not activate this procedure for an Unusual Event. However, do notify the Vice President - Nuclear Operations and the General Office Control Center Director.

Was Site Emergency Plan implemented? Yes ___

No ___

Was Site Security Plan implemented? Yes ___

No ___

One hour or twenty-four hour reportable event? Yes ___

No ___

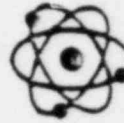
Notifications:

Name Time Available (Yes/No)



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TITLE: ON-SHIFT GAS SUPPLY CONTROLLER

1.0 PURPOSE

To describe and define the responsibilities of the On-Shift Gas Supply Controller during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment IV-1, "Gas Control Checklist."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a General Emergency, Site Area Emergency, or Alert before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To notify the Emergency Planning, General Office Emergency Support Team Leaders, the Parnall Building Security Guard and the Consumers Power Company Public Affairs Representative that an Alert or Site Area Emergency or a General Emergency has occurred at one of the Company's nuclear Plants.

NOTE: Use a copy of Attachment IV-1 when making notifications.

4.2 Actions

4.2.1 Inform the Parnall Security Guard or receptionist (81565) that a General Emergency, Site Area Emergency, or Alert has occurred at one of the Company's nuclear Plants and instruct that person to notify the on-call Building Services Supervisor to prepare the GO Emergency Control Center. Also, Gas Control is to advise the receptionist (or guard) at the Parnall Building North Lobby of the possibility of Emergency Support Team members calling in.



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TITLE: ON-SHIFT GAS SUPPLY CONTROLLER

4.2.2 Inform the Consumers Power Company Emergency Planners:

	<u>Day</u>	<u>Night</u>
William Miller	81855	[REDACTED]
Phil Loomis	81611	[REDACTED]
David Fugere	82440	[REDACTED]

(Have them report to the General Office Control Center.)

4.2.3 In accordance with Section II of the General Office Control Center Support Team Call List, notify the following (supply the preliminary emergency condition class):

- a. Radiological Services/Health Physics Support Team Leader;
- b. Reactor Engineering/Accident Analysis Support Team Leader;
- c. Plant Engineering Support Team Leader;
- d. Quality Assurance Support Team Leader;
- e. Communication/Nuclear Licensing Support Team;

NOTE: All Team members for the Communications Support Team must be notified.

- f. Property Protection Department Group Member;
- g. Secretarial/clerical support members.

NOTE: All members for the secretarial/clerical groups must be notified.



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TITLE: ON-SHIFT GAS SUPPLY CONTROLLER

4.2.4 Inform the Consumers Power Company Public Affairs Representative:

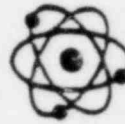
		<u>Day</u>	<u>Night</u>
Team Leader:	M G Koschik	80333	[REDACTED]
1st Alternate:	R A Wischmeyer	82395	[REDACTED]
2nd Alternate:	R J Fitzpatrick	80630	[REDACTED]

4.2.5 Notify the Control Center Director upon completing the above notifications by providing him with a copy of the completed checklist when he stops at Gas Control or by telephone notification (87001) if he has stopped at Gas Control prior to completion of the notifications.



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TITLE: ATTACHMENT IV-1

GAS CONTROL CHECKLIST

Date: _____

Plant: BRP PAL MID 1 MID 2

Time: _____

Drill Yes _____

No _____

Alert _____

Site Area Emergency _____

General Emergency _____

Notifications:

Name

Time

Available (Yes/No)



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TITLE: GENERAL OFFICE CONTROL CENTER DIRECTOR

1.0 PURPOSE

To describe and define the responsibilities of the General Office Control Center (GOCC) Director during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment V-1, "Incoming/Outgoing Emergency Message."

Attachment V-2, "Emergency Transportation Telephone Numbers."

Attachment V-3, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To assign and coordinate the activities of the General Office Control Center in support of the affected nuclear Plant, coordinate communication of the Plant status and actions to designated offsite agencies and individuals, and provide advised protective actions to appropriate Local, State, and Federal agencies. The General Office Control Center Director is responsible for the operation of the General Office Control Center at all times unless formally relieved of his duties by the Vice President - Nuclear Operations, Executive Vice President - Energy Supply, the Company President, or one of the other individuals who alternate as Control Center Director.

4.2 Actions

4.2.1 If, when initially notified, the emergency is tentatively classified as a Site Area Emergency or General Emergency, notify Michigan State Police Operations in Lansing (Telephone 1-373-0617, 1-337-6100 or 1-332-2521) prior to proceeding to the Power and Gas Control Centers. (Contact Parnall Security office after normal working hours for access. During working hours, contact Bill Garrison, P-22-232, Power Control, or Marv Gertz, P-11-432B, Gas Control, for access.) Verify that they have been notified



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TITLE: GENERAL OFFICE CONTROL CENTER DIRECTOR

via their local post and what, if any, State actions to protect the public have begun.

4.2.2 After stopping at the Power and Gas Control Centers, report to the General Office Control Center and log in on the sign-in chart. The Control Center Director should stay at Power and/or Gas Control only long enough to satisfy himself that adequate help will be reporting to the General Office Control Center.

4.2.3 Establish communications with the Technical Support Center and Control Room at the affected Plant via the dedicated phone line and verify the extent of the emergency situation. Assign a member of the Communication Support Team as a Plant Communicator after initial contact is made.

Backup phone numbers: Big Rock 137-161 (Shift Supervisor)
Palisades 192-225 (Shift Supervisor)

4.2.4 Decide in consultation with the Site Emergency Director if the Emergency Operations Facility supporting the Plant is to be activated (mandatory for Site Area Emergency or General Emergency). If so, contact one of the other individuals who alternate as Control Center Director to function as Emergency Operations Facility Director. For a General or Site Area Emergency, verify that the affected Plant has dispatched personnel to set up the Emergency Operations Facility. For an Alert, notify the on-duty Building Staff Coordinator (logistics group) to set up the Emergency Operation Facility, if required.

4.2.5 Direct the Communication Support Team Leader to notify the various Company personnel and external organizations listed in Section V.



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TITLE: GENERAL OFFICE CONTROL CENTER DIRECTOR

4.2.6 Determine the need for additional support above and beyond the General Office Support Teams assembling in the General Office Control Center. Such additional support includes:

- a. Document Control personnel.
- b. Engineering Records Center personnel.
- c. Technical Library personnel.

If additional support is required, direct the Communication Support Team to call in the additional support personnel from the Call List in Section II.

4.2.7 Establish a three-member Control Center staff to assist the Control Center Director. The three-member team shall consist of:

- a. A Control Center Administrator assigned to the Communication Support Team leader. The functions of the Control Center Administrator will be to coordinate the administrative functions of the General Office Control Center and to provide any additional support requested by the GOCC Director and support team leaders.
- b. Two Control Center Recorders selected from the secretarial/clerical staff. The function of the Recorders will be to log all communications coming to and from the General Office Control Center through the Plant Communicator and distribute them to all appropriate support teams; provide general administrative support to the Control Center Director.

4.2.8 In consultation with the Site Emergency Director at the affected Plant and the Vice President - Nuclear Operations, determine if the following outside assistance is required (instruct the Communication/Nuclear Licensing Support Team Leader to obtain the assistance per Attachment VI-4):

- a. Members of Site Emergency teams from other Consumers Power Company nuclear Plants.
- b. Logistical support from the Region.



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- c. Equipment, tools, radiation detection equipment, anticontamination clothing, and other contamination control and protection equipment available from other Company nuclear Plants.
- d. US Department of Energy (DOE) Radiological Assistance Teams.
- e. Members of the Travel Repair Crew and their equipment and trailers.
- f. Mutual assistance from The Detroit Edison Company, Toledo Edison Company, Cleveland Electric Company or Cincinnati Electric Company.
- g. Institute for Nuclear Power Operations (INPO).
- h. Nuclear Safety Analysis Center (NSAC).
- i. Atomic Industrial Forum (AIF).
- j. Bechtel Associates.
- k. Combustion Engineering.
- l. General Electric.
- m. Westinghouse.

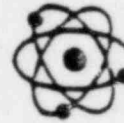
However, the Vice President - Nuclear Operations, Executive Vice President - Energy Supply (or the Company President in their absence) shall concur in the decision to implement requests "4.2.8f" through "4.2.8i" above.

- 4.2.9 If the Emergency Operations Facility (EOF) is to be activated, instruct the Control Center Administrator to contact Transportation (see Attachment V-2) to make travel arrangements and assemble and dispatch an EOF staff consisting of:
- a. Emergency Operation Facility Director (to include secretarial/clerical support).
 - b. Communications Support Team (to include secretarial/clerical support).



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TITLE: GENERAL OFFICE CONTROL CENTER DIRECTOR

- c. Health Physics Support Team (to include secretarial/clerical support).
- d. Reactor Physics Support Team (to include secretarial/clerical support).
- e. Plant Engineering Support Team (to include secretarial/clerical support).
- f. Emergency Planning.

NOTE: Public Affairs will be dispatched to the EOF and Joint Public Information Center per Public Affairs Nuclear Plant Emergency Policies and Procedures.

Dispatch the EOF Director and support team leaders from each of the above groups via Company aircraft or charter aircraft. Dispatch the support team members and secretarial/clerical support via Company vehicles, rental vehicles or private vehicles.

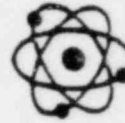
- 4.2.10 Direct General Office technical, administrative (through the Control Center Administrator) and communications activities as necessary to support the affected Plant.
- 4.2.11 Make a record (using Attachment V-1) of all communications, actions and decisions while performing the duties of the Control Center Director. Assign the Control Center Recorder to record and compile a log of these recordings.
- 4.2.12 Approve all press releases prepared by the GOCC Public Affairs Representative.
- 4.2.13 As soon as communications have been established with the Emergency Operations Facility Director, begin transfer of authority to the Emergency Operations Facility.

Transfer of authority will be implemented at the individual support team level. The GOCC Director will not relinquish his authority to the Emergency Operations Facility Director until formally requested to do so by the Emergency Operations Facility Director.



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TITLE: ATTACHMENT V-1

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____

7. COORDINATED WITH: _____

____ HP Accid Anal Nuc Lic Eng QA Other (Specify)

8. NAME/TITLE: _____ TIME: _____

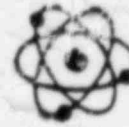
9. REVIEWED BY: _____ TIME: _____

WHITE/RECORDER YELLOW/DIRECTOR PINK/PUBLIC AFFAIRS



Consumers Power

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TITLE: ATTACHMENT V-2

EMERGENCY TRANSPORTATION TELEPHONE NUMBERS

Transportation Services

<u>Name</u>	<u>Home</u>	<u>Business</u>
Kay Carpenter		82460
Karen Richards		82211
Sue Pushel		82212
Diana Rice		82342
Connie Dilworth		82210
Bill Swan		82215
Dave Voight		82391

Company Aircraft

Bill Meadowcraft, Chief Pilot		80360
Cliff Schmidt, Senior Captain		80360
John Feldvary, Captain		80360
Colin Saucy, Pilot		80360
Jack Steen, Pilot		80360
George Dennison, Helicopter		80360
Carl Boylan, Helicopter		80360
Dick White, Operations		80360
Ross Ernest, Operations		80360
Bud Hirsch, Operations	80360	



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Charter Aircraft

<u>Name</u>	<u>Home</u>	<u>Business</u>
General Aviation - R Kettles	[REDACTED]	321-7000
Kal-Aero (ask for Charter Desk)		616-343-2548

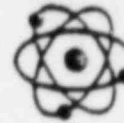
Car Rental

National	[REDACTED]	782-8539
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TITLE: ATTACHMENT V-3

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT V-3

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314



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General/Plant Ext

Control Center (Whisper Writer) 637-3955

Health Physics 637-7397/385
637-6695/384

General/Plant Ext

Reactor Physics 637-7308/382

Plant Support Engineering 637-7306/369
637-6647/386

Logistics 637-7398

Public Affairs 637-7321

Public Affairs (Whisper Writer) 637-6188

NRC 637-7309

State and Local Government 637-7307

Liaison 637-6574/383

Security 637-5287
637-5288

Midland
To Be Added



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TITLE: ATTACHMENT V-3

3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

<u>Palisades</u>	<u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: COMMUNICATION/NUCLEAR LICENSING SUPPORT (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the Communication/Nuclear Licensing Support Team Leader at the General Office Control Center (GOCC) during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment VI-1, "General Office Checklist of Automatic Telephone Notification."

Attachment VI-2, "Sample Telephone Notification."

Attachment VI-3, "Assistance Request Checklist."

Attachment VI-4, "General Office Checklist of Telephone Notifications Directed by the Site Emergency Director."

Attachment VI-5, "Incoming/Outgoing Emergency Message."

Attachment VI-6, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To act as the primary communicator between the General Office Control Center and the affected Plant and all outside organizations.

4.2 Actions

4.2.1 Report to the General Office Control Center and log in on the sign-in status board.

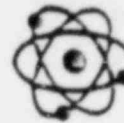
4.2.2 Verify the extent of the emergency situation with the General Office Control Center Director.

4.2.3 Assume the duties of the General Office Control Center Administrator and assign one of the Communication/Nuclear



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TITLE: COMMUNICATION/NUCLEAR LICENSING SUPPORT (GOCC)

Licensing Support Team members to assume the duties of the support team leader.

4.2.4 Designate an Emergency Operations Facility Communication/Nuclear Licensing Support Team Leader and Support Team. This team must contain sufficient numbers to maintain a 24-hour-a-day work schedule. Notify the GOCC Administrator that the Emergency Operations Facility Communication/Nuclear Licensing Support Team has been assembled and is ready to be dispatched to the Emergency Operations Facility. Dispatch the team upon authorization from the GOCC Administrator.

4.2.5 From the General Office Control Center Communication/Nuclear Licensing Support Team, assign:

- a. A Plant Communicator to maintain communications with the affected Plant Control Room/Technical Support Center. One of the GOCC Recorders should be assigned as a recorder to log and distribute to the appropriate support teams all communications to and from the affected Plant. Attachment VI-5 should be used to log requests.
- b. A Communicator to contact the necessary organizations listed in Attachments VI-1 and VI-4 and when directed to do so by the General Office Control Center Director.

NOTE: A sample telephone notification outline is contained in Attachment VI-2. Before calling the organizations in Attachment VI-4, verify that the material required in Attachment VI-3 is available.

- c. A Communicator to call in Document Control, Engineering Records Center, and Technical Library help, as directed by the Control Center Director or Administrator (see Call List, Section II) and to maintain a log (Attachment VI-5) of all support team communications, actions, and decisions if not logged elsewhere.

4.2.6 Conduct other communication activities as directed by the Control Center Director. All support team communications, actions, and decisions should be logged in Attachment VI-5 if not logged elsewhere.



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TITLE: COMMUNICATION/NUCLEAR LICENSING SUPPORT (GOCC)

- 4.2.7 Assume the duties and responsibilities of the General Office Control Center Director, if required. Then assign one member of the General Office Emergency Support Team to assume the duties of the Support Team Leader.
- 4.2.8 For those necessary agencies listed in Attachments VI-1 and VI-4 of this section, repeat the notifications to keep them informed of any changing emergency conditions. The extent of these repeat notifications is dependent on the nature of the incident; therefore, the need for and frequency shall be determined by the Control Center Director.
- 4.2.9 Inform the Control Center Director of actions being taken by organizations contacted.
- 4.2.10 Upon activation of the Emergency Operations Facility and establishment of a communication link between the Communication/Nuclear Licensing Support Teams (see Attachment VI-6 for telephone numbers), begin transfer of authority to the Emergency Operations Facility Communication/ Nuclear Licensing Support Team to include:
- a. Review of Plant status.
 - b. Review of all organizations contacted.
 - c. Review of all actions initiated by the organizations contacted.
 - d. Review of the schedule to update the appropriate organizations.
- 4.2.11 Upon completion of the review process outlined in Section 4.2.9 and upon request of the Emergency Operations Facility Communication/Nuclear Licensing Support Team, transfer responsibility for Communication/ Nuclear Licensing Support to the Emergency Operations Facility. Notify the Control Center Director that responsibility has been transferred.
- 4.2.12 As soon as responsibility has been transferred to the Emergency Operations Facility, log the name of the Emergency Operations Facility Communication/ Nuclear Licensing Support Team Leader on the EOF Personnel status board.



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TITLE: COMMUNICATION/NUCLEAR LICENSING SUPPORT (GOCC)

4.2.13 Continue to provide backup support to the Emergency Operations Facility Communication/ Nuclear Licensing Support Team until the Control Center Director relieves the team of those tasks.



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TITLE: ATTACHMENT VI-1

GENERAL OFFICE CHECKLIST OF AUTOMATIC TELEPHONE NOTIFICATIONS

Date _____

Plant (Circle One)

BRP PAL MID 1 MID 2

Agencies Notified To
Verify That They Are
Providing Assistance

Person Contacted Time Initial Action To Be Taken

- (1) Michigan Department of State Police (Emergency Services Division), Lansing

Day: 1-373-0617
Night: 1-337-6100,
1-332-2521 or
1-373-3700

- (2) Department of Natural Resources, Water Resources

Day: 1-800-292-4706 or
1-373-2794
Night: 1-373-7660

DEPARTMENTS AND AGENCIES NOTIFIED FOR INFORMATION

Available Time Initials

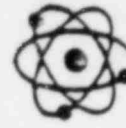
- (1) Insurance Department
Director, James Cooper

Day: 788-0823
Night: [REDACTED]



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TITLE: ATTACHMENT VI-1

	<u>Day</u>	<u>Night</u>	<u>Available</u>	<u>Time</u>	<u>Initials</u>
(2) Legal Department					
Leader, William Wisner	81220	██████████	_____	_____	_____
1st Alternate, Judd Bacon	81366	██████████	_____	_____	_____
2nd Alternate, James Brunner	81257	██████████	_____	_____	_____
3rd Alternate, Lawrence Lindemer	82010	██████████	_____	_____	_____

Available Time Initials

(3) Nuclear Steam Supply System Representative

(a) For Big Rock Point Emergency, General Electric Co

Day:	Primary:	██████████	Larry Harrison	_____	_____	_____
	Secondary:	██████████	Dave Pullen	_____	_____	_____
Night:	Primary:	██████████	Larry Harrison	_____	_____	_____
	Secondary:	██████████	Dave Pullen	_____	_____	_____
		1-408-925-3207	(24 Hour)	_____	_____	_____

WATS: 183

(b) For Palisades Emergency, Combustion Engineering, Inc

Day:	Primary:	██████████	Ext 5594 or 4216, William Meinert	_____	_____	_____
	Secondary:	██████████	Ext 2868, John Davison	_____	_____	_____
Night:	Primary:	██████████	William Meinert	_____	_____	_____
	Secondary:	██████████	John Davison	_____	_____	_____

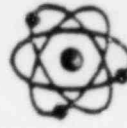
WATS: 183

CE 24-Hour Maintenance Number: 1-800-243-1946



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TITLE: ATTACHMENT VI-1

	<u>Person Contacted</u>	<u>Time</u>	<u>Initials</u>
(4) US NRC Region III Day: 1-312-932-2500 Night: Same	_____	_____	_____
(5) Michigan Department Public Health, Lansing Day: 1-373-1578 Night: 1-337-6100, 1-332-2521 or 1-373-3700 (State Police Operations Office)	_____	_____	_____
(6) American Nuclear Insurers Day: 1-203-677-7305 Night: 1-203-677-7715	_____	_____	_____
(7) Nuclear Mutual Limited Day: 1-809-293-5447 Night: 1-809-294-2230 Telex: 3674 NMLTD-BA Harold Hayes Frith Bldg Par-La-Ville Road Hamilton, Bermuda	_____	_____	_____



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TITLE: ATTACHMENT VI-2

SAMPLE TELEPHONE NOTIFICATION

"This is _____ from Consumers Power Company. I am calling to notify you of a (simulated) incident at the _____ Nuclear Plant." Continue with (a) or (b).

(a) For Actual Incident:

"Please activate your emergency procedures at this time if you have not already done so. The incident is currently classified as _____. The Plant general conditions are _____. You may contact me as necessary at _____. I will provide additional information to you as it becomes available."

(b) For an Exercise:

"This is only an exercise. I would, however, like to verify the action you would take if this had been an actual incident. I will provide additional simulated information to you as the exercise progresses. You can reach me at _____."



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TITLE: ATTACHMENT VI-3

ASSISTANCE REQUEST CHECKLIST

NOTE: Prior to initiating this checklist, ascertain that the information for Items 5 through 14 has been obtained from the Site Emergency Director at the affected Plant.

1. Name of company making the request.
2. Name and title of person calling.
3. Nature of emergency.
4. Telephone number where requestor can be reached.
5. When the help is needed.
6. Where the help is wanted.
7. Work to be done.
8. Where the help should report.
9. The name and title of person to report to.
10. Number of personnel requested.
11. Classification of personnel.
12. Estimated duration of the emergency.
13. Equipment needed:
 - a. Trailers.
 - b. Passenger cars.
 - c. Trucks.
 - d. Radiation detection and monitoring equipment.
 - e. Respiratory protection equipment.
 - f. Tools.
14. Material needed:
 - a. Anticontamination clothing.
 - b. Dosimeters.
 - c. TLDs.



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- d. Film badges.
- e. Swipes.



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TITLE: ATTACHMENT VI-4

(b) Toledo Edison Company: _____

Davis-Besse Nuclear Power Station,
Gene Wells, Emergency Coordinator

Day: [REDACTED]
Night: Same
WATS: 183

(c) Cleveland Electric Illuminating
Company: _____

Perry Nuclear Plant
John Waldron, Plant Manager

[REDACTED]

(d) Cincinnati Gas & Electric Company: _____

Zimmer Nuclear Plant
Earl Borgmann, Vice President

[REDACTED]

(3) Department of Energy (Use Attachment VI-3)
Radiological Assistance Team _____

Day: 1-312-972-4800
Night: 1-312-972-5731
WATS: 183

(4) Institute for Nuclear Power Operations _____

Phone: 1-404-953-0904 (24-Hour Number)
Telecopier: 1-404-953-7526
WATS: 183

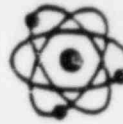
(5) Nuclear Safety Analysis Center _____

1-415-855-2000
WATS: 183



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TITLE: ATTACHMENT VI-4

(6) Atomic Industrial Forum

1-301-654-9260

WATS: 183

(7) Bechtel Associates

1-313-994-7770

(8) CP Co Region

See Consumers Power Phone Book

(9) Nonaffected CP Co Nuclear Plants

Palisades

Big Rock

Midland



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TITLE: ATTACHMENT VI-5

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____

7. COORDINATED WITH: _____

HP Accid Anal Nuc Lic Eng QA Other (Specify)

8. NAME/TITLE: _____ TIME: _____

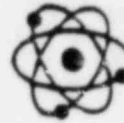
9. REVIEWED BY: _____ TIME: _____

WHITE/RECORDER YELLOW/DIRECTOR PINK/PUBLIC AFFAIRS



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TITLE: ATTACHMENT VI-6

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communication/ Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT VI-6

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384

General/Plant Ext

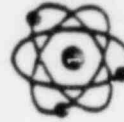
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	537-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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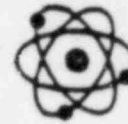
3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169
 <u>Palisades</u>	 <u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: REACTOR ENGINEERING/ACCIDENT ANALYSIS (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the Reactor Engineering/Accident Analysis Support Team Leader at the General Office Control Center (GOCC) during an emergency at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment VII-1, "Incoming/Outgoing Emergency Message."

Attachment VII-2, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To provide technical reactor physics and accident analysis support to the General Office Control Center Director and the affected Plant.

4.2 Actions

4.2.1 Report to the General Office Control Center and log in on the sign-in chart.

4.2.2 Verify the extent of the emergency situation with the General Office Control Center Director.

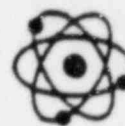
4.2.3 Have secretarial staff summon sufficient Reactor Engineering Support Team members using the Call List (Section II) to man both the General Office Control Center and the Emergency Operations Facility. The Emergency Operations Facility Reactor Engineering Support Team must contain sufficient numbers to maintain a 24-hour-a-day work schedule.

4.2.4 Obtain sufficient information from the Technical Support Center Physics Reactor to allow reconstruction of the accident sequence. (See Attachment VII-2 for the appropriate telephone numbers.)



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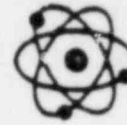
TITLE: REACTOR ENGINEERING/ACCIDENT ANALYSIS (GOCC)

- 4.2.5 Reconstruct the accident sequence and ensure that the correct Control Room Operator actions are being taken to prevent and/or limit core damage.
- 4.2.6 Provide the General Office Control Center Director with all recommended actions to prevent and/or limit the core damage.
- 4.2.7 Designate an Emergency Operations Facility Reactor Engineering Support Team leader and support team. Notify the GOCC Administrator that the Emergency Operations Facility Reactor Engineering Support Team has been assembled and is ready to be dispatched. Dispatch the team upon authorization from the GOCC Administrator.
- 4.2.8 From the General Office Control Center Reactor Engineering Support Team, assign:
 - a. A Communicator to handle all telephone communications, assign work tasks for the group, maintain appropriate sections on the status boards, and log all communications, actions and decisions using Attachment VII-1 to this section.
 - b. An individual to establish link to the required Plant parameters and to perform additional accident analysis calculations as required.
- 4.2.9 Provide the General Office Control Center Director with any changes in Plant status or recommendations to prevent and/or limit core damage.
- 4.2.10 Maintain a log (Attachment VII-1) of all communications, actions, and decisions while performing the duties of the Reactor Engineering/Accident Analysis Support Team Leader.
- 4.2.11 Upon activation of the Emergency Operations Facility and establishment of a communication link between the Reactor Engineering Support Teams (see Attachment VII-2 for telephone numbers), begin transfer of authority to the Emergency Operations Facility Reactor Engineering to include:
 - a. Review of Plant status and critical reactor parameters.



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: REACTOR ENGINEERING/ACCIDENT ANALYSIS (GOCC)

b. Review of recommendations to prevent and/or limit core damage.

c. Actions initiated by the Plant to bring it to a safe shutdown.

4.2.12 Upon completion of the review process outlined in Number 4.2.10 above and upon the request of the Emergency Operations Facility Reactor Engineering Team Leader, transfer responsibility for reactor engineering and accident analysis to the Emergency Operations Facility. Notify the GOCC Director that responsibility has been transferred.

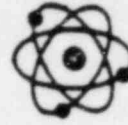
4.2.13 As soon as responsibility has been transferred to the Emergency Operations Facility, log the name of the Emergency Operations Facility Reactor Engineering Support Team Leader on the EOF Personnel status board.

4.2.14 Continue to provide backup support to the Emergency Operations Facility Reactor Engineering Support Team until the GOCC Director relieves the team of those tasks.



Consumers Power

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TITLE: ATTACHMENT VII-1

INCOMING/OUTGOING EMERGENCY MESSAGE

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____



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TITLE: ATTACHMENT VII-2

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT VII-2

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

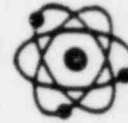
General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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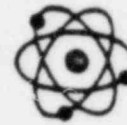
<u>Palisades</u>	<u>General/Plant Ext</u>
<u>Area Code 616</u>	
Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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TITLE: ATTACHMENT VII-2

3. TECHNICAL SUPPORT CENTER

Big Rock Point Plant Ext

Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

Palisades Plant Ext

Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: PLANT SUPPORT ENGINEERING (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the Plant Support Engineering Support Team Leader at the General Office Control Center (GOCC) during an emergency at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment VIII-1, "Incoming/Outgoing Emergency Message."

Attachment VIII-2, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To provide technical Plant engineering support to the General Office Control Center Director and the affected Plant.

4.2 Actions

4.2.1 Report to the General Office Control Center and log in on the sign-in chart.

4.2.2 Verify the extent of the emergency situation with the General Office Control Center Director.

4.2.3 Call the affected Plant Technical Support Center engineering support group to obtain Plant status and to open communications between the two engineering groups. (See Attachment VIII-2 for the appropriate telephone numbers.)

4.2.4 Have the secretarial staff summon sufficient Plant Support Engineering Support Team members using the Call List (Section II) to man both the General Office Control Center and the Emergency Operations Facility. The Emergency Operations Facility Plant Support Engineering Support Team must contain sufficient numbers to maintain a 24-hour-a-day work schedule.



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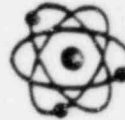
TITLE: PLANT SUPPORT ENGINEERING (GOCC)

- 4.2.5 Designate an Emergency Operations Facility Plant Support Engineering Support Team Leader and Support Team. Notify the GOCC Administrator that the Emergency Operations Facility Plant Support Engineering Support Team has been assembled and is ready to be dispatched. Dispatch the Team upon authorization from the GOCC Administrator.
- 4.2.6 From the General Office Control Center Plant Support Engineering Support Team, assign:
- a. A Communicator to handle all telephone communications for the group, assign work tasks for the group, maintain appropriate sections on the status boards, and log all communications, actions, and decisions using Attachment VIII-1 to this section.
 - b. Individual to provide engineering calculations, obtain the affected Plant engineering drawings and have them available for reference.
- 4.2.7 Provide the General Office Control Center Director and affected Plant with all requested Plant engineering recommendations.
- 4.2.8 Maintain a log (Attachment VIII-1) of all communications, actions, and decisions while performing the duties of the Plant Support Engineering Support Team Leader.
- 4.2.9 Upon activation of the Emergency Operations Facility and establishment of a communication link between the Plant Support Engineering Support Teams (see Attachment VIII-2 for telephone numbers), begin transfer of authority to the Emergency Operations Facility Plant Support Engineering Support Team, to include:
- a. Review of the Plant status.
 - b. Review of all engineering recommendations and calculations made.
 - c. Actions initiated by the Plant as they relate to engineering matters.
- 4.2.10 Upon completion of the review process outlined in Number 4.2.9 above and upon the request of the Emergency



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TITLE: PLANT SUPPORT ENGINEERING (GOCC)

Operations Facility Plant Support Engineering Support Team Leader, transfer responsibility for engineering support to the Emergency Operations Facility. Notify the GOCC Director that responsibility has been transferred.

- 4.2.11 As soon as responsibility has been transferred to the Emergency Operations Facility, log the name of the Emergency Operations Facility Plant Support Engineering Support Team Leader on the EOF Personnel status board.
- 4.2.12 Continue to provide backup support to the Emergency Operations Facility Plant Support Engineering Support Team until the GOCC Director relieves the team of those tasks.



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TITLE: ATTACHMENT VIII-1

INCOMING/OUTGOING EMERGENCY MESSAGE

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____



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TITLE: ATTACHMENT VIII-2

EMERGENCY FACILITY TELEPHONE NUMBERS

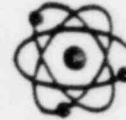
1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT VIII-2

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

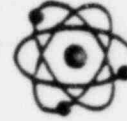
General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT VIII-2

<u>Palisades</u> <u>Area Code 616</u>	<u>General/Plant Ext</u>
Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT VIII-2

3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

<u>Palisades</u>	<u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: GENERAL OFFICE HEALTH PHYSICS (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the General Office Health Physics Support Team Leader in the General Office Control Center (GOCC) during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment IX-1, "Incoming/Outgoing Emergency Message."

Attachment IX-2, "Recommended Protective Actions To Reduce Whole-Body and Thyroid Dose From Exposure to a Gaseous Radioactive Release."

"Health Physics Emergency Procedures" (not attached but made a part hereof by reference).

Attachment IX-3, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To provide technical Health Physics support for the General Office Control Center Director and affected Plant, and to provide advised protective actions to the GOCC Director.

4.2 Actions

4.2.1 Report to the General Office Emergency Control Center and log in on the sign-in chart.

4.2.2 Verify the present Plant status with the General Office Control Center Director.

4.2.3 Call the affected Plant Technical Support Center Health Physics group to verify occurrence of or potential for a radiological release and establish communications between the two health physics groups. (See Attachment IX-3 for appropriate telephone numbers.)



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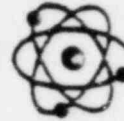
TITLE: GENERAL OFFICE HEALTH PHYSICS (GOCC)

- 4.2.4 Have the secretarial/clerical staff summon sufficient Health Physics Support Team members using the Call List (Section II) to man both the General Office Control Center and the Emergency Operations Facility. The Emergency Operations Facility Health Physics Support Team must contain sufficient numbers to maintain a 24-hour-a-day work schedule.
- 4.2.5 If the emergency includes a release of radioactive material off site, verify the Plant-produced offsite radiological dose analysis using the Health Physics Emergency Procedures. If the Plant has not supplied the offsite dose analysis, perform the calculations using the same methodology as the appropriate site implementing procedure.
- 4.2.6 Using the results of the offsite dose analysis, provide the General Office Control Center Director with advisable protective actions based on Attachment IX-2 to this section.
- 4.2.7 Designate an Emergency Operations Facility Health Physics Support Team leader and support team. Notify the GOCC Administrator that the Emergency Operations Facility Health Physics Support Team has been assembled and is ready to be dispatched.
- 4.2.8 From the General Office Control Center Health Physics Support Team assign:
- a. A Communicator to handle all telephone communications, assign work task for the group, maintain appropriate sections on the status boards, and log all communications, actions, and decisions using Attachment IX-1 to this section.
 - b. An individual to establish a link to Plant radiological parameters and to perform additional offsite dose calculations as needed.
 - c. An individual to establish a link to obtain onsite meteorological data and forecast data using the Emergency Health Physics Procedures and to provide technical meteorological support.
- 4.2.9 Provide the General Office Control Center Director with any changes to the recommended protective actions or changes in events that might have a significant impact on decisions



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TITLE: GENERAL OFFICE HEALTH PHYSICS (GOCC)

being made by the General Office Control Center Director. In particular, recommendations on whether or not to implement the Mutual Aid Agreement with neighboring utilities or to request the assistance of USDOE Radiological Assistance Teams should be made based upon Attachment X-2 to this procedure.

- 4.2.10 Maintain a log (Attachment IX-1) of communications, actions, and decisions while performing the duties of the Health Physics Support Team Leader.
- 4.2.11 Upon activation of the Emergency Operations Facility and establishment of communications link between the Health Physics Support Teams (see Attachment IX-3 for telephone numbers), provide the following:
 - a. Current Plant radiological parameters and meteorological parameters;
 - b. Recommended protective actions;
 - c. Current protective actions implemented by the State;
 - d. Dose calculation results.
- 4.2.12 Before relinquishing responsibility to the Emergency Operations Facility Health Physics Support Team, verify that:
 - a. They are in agreement with the dose calculations results;
 - b. They are in agreement with recommended protective actions and are aware of the current protective actions implemented by the State;
 - c. All equipment and communication channels are working sufficiently;
 - d. If the offsite monitoring teams have been dispatched, communication has been established with the teams.
- 4.2.13 If all conditions outlined in Section 4.2.12 have been verified, notify the General Office Control Center Director



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TITLE: GENERAL OFFICE HEALTH PHYSICS (GOCC)

that Health Physics Support responsibilities have been transferred to the Emergency Operations Facility.

- 4.2.14 Continue to provide backup support to the Emergency Operations Facility Health Physics Support Team until the General Office Control Center Director relieves you of those tasks.



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TITLE: ATTACHMENT IX-1

INCOMING/OUTGOING EMERGENCY MESSAGE

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____



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TITLE: ATTACHMENT IX-2

RECOMMENDED PROTECTIVE ACTIONS TO REDUCE WHOLE-BODY AND THYROID DOSE FROM EXPOSURE TO A GASEOUS RADIOACTIVE RELEASE

<u>Projected Dose (rem) to Individual in General Public</u>	<u>Recommended Actions</u>	<u>Comments</u>
Whole Body <0.5 or Thyroid <5	No planned Protective Actions. State may issue an advisory to seek shelter and await further instructions. Monitor environmental radiation levels.	Previously recommended Protective Actions may be reconsidered or terminated.
Whole Body 0.5 to <5 or Thyroid 5 to <25	Seek shelter as a minimum. Consider evacuation especially for pregnant women and children. Evacuate unless constraints make it impractical. Monitor environmental radiation levels. Control access to the affected area.	If constraints exist, special consideration should be given for evacuation of children and pregnant women.
Whole Body 5 and above or Thyroid 25 and above	Conduct mandatory evacuation. Monitor environmental radiation levels and adjust area for mandatory evacuation based on these levels. Control access to the affected areas. Monitor environmental radiation levels.	Seeking shelter would be an alternative if evacuation were not immediately possible.

The Mutual Aid Agreement with neighboring utilities should be implemented if additional longer term offsite radiological surveillance and monitoring may be required.

USDOE Radiological Assistance Teams should be summoned if additional advice is essential for the control of the immediate hazards of health and safety.



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TITLE: ATTACHMENT IX-3

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT IX-3

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

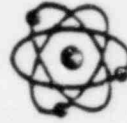
General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT IX-3

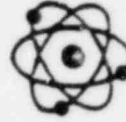
<u>Palisades</u> <u>Area Code 616</u>	<u>General/Plant Ext</u>
Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



Consumers Power

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TITLE: ATTACHMENT IX-3

3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169
 <u>Palisades</u>	 <u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: GENERAL OFFICE QUALITY ASSURANCE (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the General Office Quality Assurance Support Team Leader during an emergency at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment X-1, "Incoming/Outgoing Emergency Message."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To provide Quality Assurance support to the General Office Control Center Director.

4.2 Actions

- 4.2.1 Report to the General Office Emergency Control Center and log in on the sign-in chart.
- 4.2.2 Verify the extent of the emergency situation with the General Office Control Center Director.
- 4.2.3 Determine if the presence of additional GO QA Support Team members would be helpful. If so, call in those additional members.
- 4.2.4 Support and advise the General Office Control Center Director and General Office Support Teams as requested in QA matters.
- 4.2.5 Ensure that a log (Attachment X-1) is kept of all communications, actions, and decisions while performing the duties of the Quality Assurance Support Team Leader.



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TITLE: ATTACHMENT X-1

INCOMING/OUTGOING EMERGENCY MESSAGE

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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FOR OPERATIONS



Proc No XI
Page 1 of 6
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TITLE: PUBLIC AFFAIRS (GOCC)

1.0 PURPOSE

To describe and define the responsibility of the Corporate Public Affairs Department in the General Office Control Center (GOCC).

2.0 ATTACHMENTS

Attachment XI-1, "Emergency Facility Telephone Numbers."

Nuclear Plant Emergency Public Information Policies and Procedures (not attached but made a part hereof by reference).

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 ORGANIZATION

The Corporate Public Affairs Department is represented in the GOCC by a person designated in the Nuclear Plant Emergency Public Information Policies and Procedures. He is assisted by a Technical Advisor who is also designated in the aforementioned manual. Procedures for notification of both personnel and/or their alternates are also described in the Public Affairs procedures.

4.2 RESPONSIBILITIES

4.2.1 Responsibilities of the Public Affairs representative in the GOCC include:

- a. Call the General Office Information Center (GOIC) (at 788-2395; 788-0432; 788-0333; 788-2397) and establish a line of communications.
- b. Gather information from the GOCC Director or his assistant, prepare news release, obtain permission to release (from GOCC Director, or his designated representative), and transmit the prepared information to the General Office Information Center (GOIC) via telephone or Whisper Writer as appropriate.



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TITLE: PUBLIC AFFAIRS (GOCC)

- c. Continue communication with GOIC until termination of operation at GOCC.
- d. Notify the GOIC, the Public Affairs representative at the Emergency Operations Facility and the Joint Public Information Center (JPIC) that primary news dissemination operations are terminated at Parnall and are now transferred to the JPIC.
- e. Remain at GOCC to assist skeletal staff in responding to any further inquiries GOCC representatives may receive.
- f. Refer all public inquiries to GOIC.

4.2.2 Responsibilities of Public Affairs Technical Advisor include:

- a. Assisting Public Affairs representative in translating and transmitting information concerning the emergency received in the GOCC.



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TITLE: ATTACHMENT XI-1

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XI-1

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT XI-1

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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TITLE: ATTACHMENT XI-1

3. TECHNICAL SUPPORT CENTER

Big Rock Point Plant Ext

Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

Palisades Plant Ext

Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: PROPERTY PROTECTION (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the Property Protection Department Group at the General Office Control Center during an emergency at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XII-1, "Emergency Facility Telephone Numbers."

Property Protection Department Operating Procedures Manual (not attached but made a part hereof by reference).

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency, or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Responsibilities

To provide assistance to supplement Plant security and fire support, as requested, assign security personnel to the Emergency Operations Facility and Joint Public Information Center, coordinate assignments of personnel to General Office Facilities, as required, and address all other security and fire problems.

4.2 Actions

- 4.2.1 Report to the General Office Control Center and assign an individual to the General Office Control Center.
- 4.2.2 Verify the extent of the emergency with the General Office Control Center Director.
- 4.2.3 Contact the Plant Property Protection Supervisor at Big Rock Point, 137-204 or [REDACTED] or Palisades, 192-561 or [REDACTED] or Midland, 131-213 or [REDACTED] to determine what type of security or fire assistance is needed.
- 4.2.4 If necessary, notify the Contract Security Agency, (616) 531-3300 or 800-442-1865, to activate the Nuclear Security Force Augmentation Plan to provide additional



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TITLE: PROPERTY PROTECTION (GOCC)

security personnel for the affected site and/or the
Emergency Operations Facility and Media Center.

- 4.2.5 If a Joint Public Information Center (JPIC) is established,
assign a JPIC security supervisor to proceed to the JPIC to
manage security coverage.
- 4.2.6 Provide additional fire and security coverage as needed.



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TITLE: ATTACHMENT XII-1

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XII-1

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT XII-1

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director 637-6615/381

Communicator/Licensing 637-7314

Control Center (Whisper Writer) 637-3955

Health Physics 637-7397/385
637-6695/384

Reactor Physics 637-7308/382

Plant Support Engineering 637-7306/369
637-6647/386

Logistics 637-7398

Public Affairs 637-7321

Public Affairs (Whisper Writer) 637-6188

NRC 637-7309

State and Local Government 637-7307

Liaison 637-6574/383

Security 637-5287
637-5288

Midland
To Be Added



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TITLE: ATTACHMENT XII-1

3. TECHNICAL SUPPORT CENTER

Big Rock Point Plant Ext

Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

Palisades Plant Ext

Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: BUILDING SERVICES (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of Building Services in establishing the General Office Control Center (GOCC) in the Parnall Auditorium Break Room.

2.0 ATTACHMENTS

Nuclear Plant Site Emergency Building Services.

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Organization

Building Services is represented by personnel in the General Office and in the Northern Service Region (Big Rock Point); Southwestern Region (Palisades); and Central Region (Midland).

4.2 Responsibilities

4.2.1 Implement Phase I of procedures described in Nuclear Plant Site Emergency Building Services (Appendix A).

4.2.2 Upon notification from the Control Center Administrator that the Emergency Operations Facility will be activated, implement Phase II of the Nuclear Plant Site Emergency Building Services Procedure for the affected Plant (Appendix A).



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TITLE: EMERGENCY PLANNING (GOCC)

1.0 PURPOSE

To describe and define the responsibilities of the Emergency Planning Department at the General Office Control Center (GOCC) during an emergency at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XIV-1, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at an Alert, Site Area Emergency or General Emergency before initiation of this procedure.

4.0 PROCEDURE

4.1 Organization

Emergency Planning is represented by the Corporate Emergency Planner and Corporate Emergency Support Planner.

4.2 Responsibilities

4.2.1 Responsibilities of the Emergency Planner include:

- a. Ensuring all Technical Support Teams are working together within the GOCC and are communicating to the GOCC Director and appropriate personnel at the affected Plant.
- b. Working with the Emergency Support Planner in determining all facets of the General Office Control Center, other emergency response facilities and associated personnel are functioning as required.

4.2.2 Responsibilities of the Emergency Support Planner include:

- a. Ensuring all nontechnical support teams and personnel are working with the GOCC and are communicating to the GOCC Director and appropriate personnel at the affected Plant.
- b. Working closely with the EOF Director to ensure all lines of communication between the affected Plant and GOCC are adequately operating to ensure proper decision making by all personnel involved.



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TITLE: EMERGENCY PLANNING (GOCC)

- c. Working with the Emergency Planner in determining all facets of the GOCC, other emergency response facilities and associated personnel are functioning as required.

5.0 ACTIONS

The Emergency Planner, Emergency Support Planner and General Health Physicist should join the support group flying the emergency operation facility of the affected Plant.



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TITLE: ATTACHMENT XIV-1

EMERGENCY FACILITY TELEPHONE NUMBERS

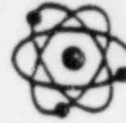
1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XIV-1

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT XIV-1

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XIV-1

3. TECHNICAL SUPPORT CENTER

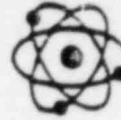
<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

<u>Palisades</u>	<u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: EMERGENCY OPERATIONS FACILITY DIRECTOR

1.0 PURPOSE

To describe and define the responsibilities of the Emergency Operations Facility (EOF) Director during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XV-1, "Emergency Incoming/Outgoing Message."

Attachment XV-2, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Responsibilities

To function as the official Company representative for input to all recommendations to the State concerning matters affecting the health and safety of the general public. To direct the overall emergency response, the coordination of radiological assessments, and management of recovery efforts at the Emergency Operations Facility for the affected Plant.

The Emergency Operations Facility Director is responsible for the operation of the Emergency Operations Facility at all times unless formally relieved of his duties by the Vice President - Nuclear Operations, Executive Vice President - Energy Supply, the Company President or one of the other individuals who alternate as Emergency Operations Facility Director.

4.2 Actions

4.2.1 Upon arrival at the Emergency Operations Facility, establish communications with the Site Emergency Director at the Technical Support Center and Control Room at the affected Plant via the dedicated phone lines and verify the extent of the emergency situation. Assign a member of the



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TITLE: EMERGENCY OPERATIONS FACILITY DIRECTOR

Communications Support Team as a Plant Communicator after initial contact is made.

Backup Phone Numbers:

Big Rock 137-161 (Shift Supervisor)

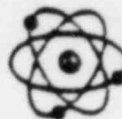
Palisades 192-225 (Shift Supervisor)

- 4.2.2 Establish communications with the General Office Control Center Director and review current activities initiated (see Attachment XV-2 for telephone numbers).
- 4.2.3 Direct all support team leaders to implement their corresponding Emergency Operations Facility Procedures.
- 4.2.4 As soon as the individual support teams are functioning and have established communications with their counterparts in the General Office Control Center and the Technical Support Center at the affected Plant, begin transfer of responsibility to the Emergency Operations Facility. Transfer of authority will be done at the support team level. As each team accepts responsibility, notify the Site Emergency Director and the General Office Control Center Director that responsibility has been transferred to the respective team. When all support teams have become fully operational and have transferred responsibility, notify the Site Emergency Director and the General Office Control Center Director that the Emergency Operations Facility is fully operational and relieve the General Office Control Center of responsibility, and request that they initiate a standby support function.
- 4.2.5 Establish a three-member Emergency Operations Facility staff to assist the EOF Director. The three-member team shall consist of:
- a. An Emergency Operations Facility Administrator assigned to Communications Support Team Leader. The functions of the Emergency Operations Facility Administrator will be to coordinate the administrative functions of the operation of the Emergency Operations Facility and to provide any additional support as requested by the EOF Director.



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TITLE: EMERGENCY OPERATIONS FACILITY DIRECTOR

b. Two Emergency Operations Facility Recorders selected from the Communications Support Team secretarial/clerical staff. The function of the Recorders will be to log all communications to and from the Emergency Operations Facility through the Plant Communicator and EOF Director, and distribute them to all appropriate Support Teams and to provide general administrative support to the EOF Director.

4.2.6 In consultation with the Site Emergency Director at the affected Plant and the Vice President - Nuclear Operations, determine if the following outside assistance is required if not already initiated by the General Office Control Center (instruct the Communications Support Team to obtain the assistance, if required, per Attachment XVI-4):

- a. Members of Site Emergency teams from other Consumers Power Company nuclear Plants.
- b. Logistical support from the Region.
- c. Equipment, tools, radiation detection equipment, anticontamination clothing, and other contamination control and protection equipment available from other Company nuclear Plants.
- d. US Department of Energy (DOE) Radiological Assistance Teams.
- e. Members of the Travel Repair Crew and their equipment and trailers.
- f. Mutual assistance from The Detroit Edison Company, Toledo Edison Company, Cleveland Electric Company or Cincinnati Electric Company.
- g. Institute for Nuclear Power Operations (INPO).
- h. Nuclear Safety Analysis Center (NSAC).
- i. Atomic Industrial Forum (AIF).
- j. Bechtel Associates.
- k. Combustion Engineering.



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TITLE: EMERGENCY OPERATIONS FACILITY DIRECTOR

- l. General Electric.
- m. Westinghouse.

However, the Vice President - Nuclear Operations, Executive Vice President - Energy Supply (or the Company President in their absence) shall concur in the decision to implement requests "4.2.6f" through "4.2.6i" above.

- 4.2.7 Direct the Emergency Operations Facility technical, administrative (through the EOF Administrator) and communication activities as necessary to support the affected Plant.
- 4.2.8 Make a record (using Attachment XV-1) of all communications, actions and decisions while performing the duties of the Emergency Operations Facility Director. Assign the Operations Facility Recorder to record and maintain a log of these recordings.
- 4.2.9 Approve all information prepared for public release by the EOF Public Affairs representative.
- 4.2.10 Direct the Communications Support Team to provide the necessary organizations in Attachments XVI-1 and XVI-4 with all pertinent updates (establish appropriate schedule for updates).
- 4.2.11 Through the Emergency Operations Facility Emergency Planning, provide the Federal, State, and Local emergency organizations at the EOF with current Plant status.
- 4.2.12 If the estimated duration of the incident warrants, direct the EOF Administrator to arrange a relief rotation schedule.
- 4.2.13 Direct the Emergency Operations Facility Plant recovery actions as requested by the affected Plant Technical Support Center.



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TITLE: ATTACHMENT XV-1

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____

7. COORDINATED WITH: _____

_____ HP Accid Anal Nuc Lic Eng QA Other (Specify)

8. NAME/TITLE: _____ TIME: _____

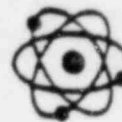
9. REVIEWED BY: _____ TIME: _____

_____ WHITF/RECORDER YELLOW/DIRECTOR PINK/PUBLIC AFFAIRS



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TITLE: ATTACHMENT XV-2

EMERGENCY FACILITY TELEPHONE NUMBERS

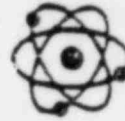
1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XV-2

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director 582-6131/238

Communicator/Licensing 582-6151/248

Control Center Speaker Phone 582-7182/243

Control Center (Whisper Writer) 582-7381

Health Physics 582-7231/239
582-7382/240

Reactor Physics 582-9181/241

Plant Support Engineering 582-6271/242
582-6331/250

Logistics 582-6181

Public Affairs Speaker Phone 582-6537

Public Affairs (Whisper Writer) 582-6538

NRC 582-6311

State and Local Government 582-6321

Liaison 582-6281



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TITLE: ATTACHMENT XV-2

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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TITLE: ATTACHMENT XV-2

3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

<u>Palisades</u>	<u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: COMMUNICATION/NUCLEAR LICENSING (EOF)

1.0 PURPOSE

To describe and define the responsibilities of the Communication/Nuclear Licensing Support Team Leader in the Emergency Operations Facility (EOF) during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XVI-1, "General Office Checklist of Automatic Telephone Notification."

Attachment XVI-2, "Sample Telephone Notification."

Attachment XVI-3, "Assistance Request Checklist."

Attachment XVI-4, "General Office Checklist of Telephone Notifications Directed by the Site Emergency Director."

Attachment XVI-5, "Incoming/Outgoing Emergency Message."

Attachment XVI-6, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Responsibilities

To act as the primary communicator between the Emergency Operations Facility and the affected Plant and all outside organizations.

4.2 Actions

4.2.1 Proceed to the Emergency Operations Facility for the affected Plant with the EOF Director and support staff, and log in on the sign-in chart.

4.2.2 Obtain the status of the emergency situation from the affected Plant Technical Support Center and report same to



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TITLE: COMMUNICATION/NUCLEAR LICENSING (EOF)

the EOF Director (see Attachment XVI-6 for appropriate telephone numbers).

- 4.2.3 Assume the duties of the Emergency Operations Facility Administrator and assign one of the Communication/Nuclear Licensing Team members to assume the duties of the support team leader.
- 4.2.4 Upon activation of the Emergency Operations Facility and establishment of a communication link between the Communication/Nuclear Licensing Support Teams (see Attachment XVI-6 for telephone numbers), begin transfer of authority to the Emergency Operations Facility Communications/Nuclear Licensing Support Team to include:
- a. Review of Plant status.
 - b. Review of all organizations contacted.
 - c. Review of all actions initiated by the organizations contacted.
 - d. Review of the schedule to update the appropriate organizations.
- 4.2.5 From the Emergency Operations Facility Communications, Nuclear Licensing Support Team, assign:
- a. A Plant Communicator to maintain communications with the affected Plant Control Room/Technical Support Center. One of the EOF Recorders should be assigned as a recorder to log and distribute to the appropriate support teams all communications to and from the affected Plant. Attachment XVI-5 should be used to log requests.
 - b. A Communicator to contact the necessary organizations listed in Attachments XVI-1 and XVI-4 when directed to do so by the Emergency Operations Facility Director.

NOTE: A sample telephone notification outline is contained in Attachment XVI-2.



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TITLE: COMMUNICATION/NUCLEAR LICENSING (EOF)

- c. A Communicator to log for the support team all communications, actions and decisions using Attachment XVI-5, if not logged elsewhere.

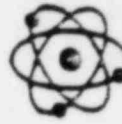
NOTE: Before calling the organizations in Attachment XVI-4, verify that the material required in Attachment XVI-3 is available.

- 4.2.6 Upon completion of the review process outlined in Section 4.2.5, transfer responsibility for Communication/Nuclear Licensing Support to the Emergency Operations Facility. Notify the Emergency Operations Facility Director that responsibility has been transferred.
- 4.2.7 For those necessary agencies listed in Attachments XVI-1 and XVI-4 of this section, repeat the notifications to keep them informed of any changing emergency conditions. The extent of these repeat notifications is dependent on the nature of the incident; therefore, the need for and frequency shall be determined by the Emergency Operations Facility Director.
- 4.2.8 Inform the Emergency Operations Facility Director of actions being taken by organizations contacted.
- 4.2.9 Conduct other communication activities as directed by the Emergency Operations Facility Director.
- 4.2.10 Maintain a log of all communications, actions and decisions (Attachment XVI-5) while performing the duties of the Communication/Nuclear Licensing Support Team Leader.
- 4.2.11 If the estimated duration of the incident warrants, arrange a relief rotation schedule.



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TITLE: ATTACHMENT XVI-1

GENERAL OFFICE CHECKLIST OF AUTOMATIC TELEPHONE NOTIFICATIONS

Date _____

Plant (Circle One)

BRP PAL MID 1 MID 2

Agencies Notified To
Verify That They Are
Providing Assistance

Person Contacted Time Initial Action To Be Taken

- (1) Michigan Department of State Police (Emergency Services Division), Lansing

Day: 1-373-0617
Night: 1-337-6100,
1-332-2521 or
1-373-3700

- (2) Department of Natural Resources, Water Resources

Day: 1-800-292-4706 or
1-373-2794
Night: 1-373-7660

DEPARTMENTS AND AGENCIES NOTIFIED FOR INFORMATION

Available Time Initials

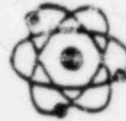
- (1) Insurance Department
Director, James Cooper

Day: 788-0823
Night: [REDACTED]



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TITLE: ATTACHMENT XVI-1

	<u>Day</u>	<u>Night</u>	<u>Available</u>	<u>Time</u>	<u>Initials</u>
(2) Legal Department					
Leader, William Wisner	81220	[REDACTED]	_____	_____	_____
1st Alternate, Judd Bacon	81366	[REDACTED]	_____	_____	_____
2nd Alternate, James Brunner	81257	[REDACTED]	_____	_____	_____
3rd Alternate, Lawrence Lindemer	82010	[REDACTED]	_____	_____	_____

Available Time Initials

(3) Nuclear Steam Supply System Representative

(a) For Big Rock Point Emergency, General Electric Co

Day: Primary:	[REDACTED]	Larry Harrison	_____	_____	_____
Secondary:	[REDACTED]	Dave Pullen	_____	_____	_____
Night: Primary:	[REDACTED]	Larry Harrison	_____	_____	_____
Secondary:	[REDACTED]	Dave Pullen (24-Hour)	_____	_____	_____

WATS: 183

(b) For Palisades Emergency, Combustion Engineering, Inc

Day: Primary:	[REDACTED]	Ext 5594 or 4216, William Meinert	_____	_____	_____
Secondary:	[REDACTED]	Ext 2868, John Davison	_____	_____	_____
Night: Primary:	[REDACTED]	William Meinert	_____	_____	_____
Secondary:	[REDACTED]	John Davison	_____	_____	_____

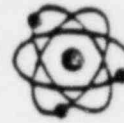
WATS: 183

CE 24-Hour Maintenance Number: 1-800-243-1946



Consumers Power

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TITLE: ATTACHMENT XVI-1

	<u>Person Contacted</u>	<u>Time</u>	<u>Initials</u>
(4) US NRC Region III Day: 1-312-932-2500 Night: Same	_____	_____	_____
(5) Michigan Department Public Health, Lansing Day: 1-373-1578 Night: 1-337-6100, 1-332-2521 or 1-373-3700 (State Police Operations Office)	_____	_____	_____
(6) American Nuclear Insurers Day: 1-203-677-7305 Night: 1-203-677-7715	_____	_____	_____
(7) Nuclear Mutual Limited Day: 1-809-295-5447 Night: 1-809-294-2230 Telex: 3674 NMLTD-BA Harold Hayes Frith Bldg Par-La-Ville Road Hamilton, Bermuda	_____	_____	_____



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TITLE: ATTACHMENT XVI-2

SAMPLE TELEPHONE NOTIFICATION

"This is _____ from Consumers Power Company. I am calling to notify you of a (simulated) incident at the _____ Nuclear Plant." Continue with (a) or (b).

(a) For Actual Incident:

"Please activate your emergency procedures at this time if you have not already done so. The incident is currently classified as _____. The Plant general conditions are _____. You may contact me as necessary at _____. I will provide additional information to you as it becomes available."

(b) For an Exercise:

"This is only an exercise. I would, however, like to verify the action you would take if this had been an actual incident. I will provide additional simulated information to you as the exercise progresses. You can reach me at _____."



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TITLE: ATTACHMENT XVI-3

ASSISTANCE REQUEST CHECKLIST

NOTE: Prior to initiating this checklist, ascertain that the information for Items 5 through 14 has been obtained from the Site Emergency Director at the affected Plant.

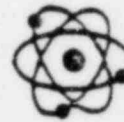
1. Name of company making the request.
2. Name and title of person calling.
3. Nature of emergency.
4. Telephone number where requestor can be reached.
5. When the help is needed.
6. Where the help is wanted.
7. Work to be done.
8. Where the help should report.
9. The name and title of person to report to.
10. Number of personnel requested.
11. Classification of personnel.
12. Estimated duration of the emergency.

pr0882-0411a-57-153



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TITLE: ATTACHMENT XVI-3

13. Equipment needed:

- a. Trailers.
- b. Passenger cars.
- c. Trucks.
- d. Radiation detection and monitoring equipment.
- e. Respiratory protection equipment.
- f. Tools.

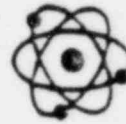
14. Material needed:

- a. Anticontamination clothing.
- b. Dosimeters.
- c. TLDs.
- d. Film badges.
- e. Swipes.



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TITLE: ATTACHMENT XVI-4

GENERAL OFFICE CHECKLIST OF TELEPHONE NOTIFICATIONS
DIRECTED BY THE SITE EMERGENCY DIRECTOR

Person Contacted Time Initials

(1) CP Co Traveling Repair Crew

	<u>Day</u>	<u>Night</u>
Primary: Walter Reichel 82423		
1st Alternate: Fred Southworth 82422		
2nd Alternate: Jim Beunner 82051		

(2) Mutual Assistance (Use Attachment XVI-3)

(a) The Detroit Edison Company:

E P Griffing, Plant Superintendent
and Plant Project Superintendent -
Enrico Fermi II

Day: 1-313-586-8923
Night:

Control Room, Fermi II Nuclear Plant, 1-3

Robert S Lenart

Day: 1-313-586-8805
Night:

W H Jens, VP-Nuclear Operations

Day: 1-313-237-8612
Night:



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TITLE: ATTACHMENT XVI-4

(b) Toledo Edison Company: _____

Davis-Besse Nuclear Power Station,
Gene Wells, Emergency Coordinator

Day: [REDACTED] (Control Room)

Night: [REDACTED] (Control Room)

WATS: 183

(c) Cleveland Electric Illuminating
Company: _____

Perry Nuclear Plant
John Waldron, Plant Manager

[REDACTED] Ext 266

(d) Cincinnati Gas & Electric Company: _____

Zimmer Nuclear Plant
Earl Borgmann, Vice President

[REDACTED]

(3) Department of Energy (Use Attachment XVI-3)
Radiological Assistance Team _____

Day: 1-312-972-4800

Night: [REDACTED]

WATS: 183

(4) Institute for Nuclear Power Operations _____

Phone: 1-404-953-0904 (24-Hour Number)

Telecopier: 1-404-953-7526

WATS: 183

(5) Nuclear Safety Analysis Center _____

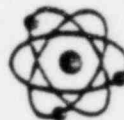
1-415-855-2000

WATS: 183



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TITLE: ATTACHMENT XVI

(6) Atomic Industrial Forum

1-301-654-9260
WATS: 183

(7) Bechtel Associates

1-313-994-7770

(8) CP Co Region
See Consumers Power Phone Book

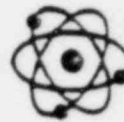
(9) Nonaffected CP Co Nuclear Plants

Palisades
Big Rock
Midland



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TITLE: ATTACHMENT XVI-5

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____

7. COORDINATED WITH: _____

 HP Accid Anal Nuc Lic Eng QA Other (Specify)

8. NAME/TITLE: _____ TIME: _____

9. REVIEWED BY: _____ TIME: _____

 WHITE/RECORDER YELLOW/DIRECTOR PINK/PUBLIC AFFAIRS



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TITLE: ATTACHMENT XVI-6

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XVI-6

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director 582-6131/238

Communicator/Licensing 582-6151/248

Control Center Speaker Phone 582-7182/243

Control Center (Whisper Writer) 582-7381

Health Physics 582-7231/239
582-7382/240

Reactor Physics 582-9181/241

Plant Support Engineering 582-6271/242
582-6331/250

Logistics 582-6181

Public Affairs Speaker Phone 582-6537

Public Affairs (Whisper Writer) 582-6538

NRC 582-6311

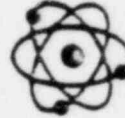
State and Local Government 582-6321

Liaison 582-6281



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TITLE: ATTACHMENT XVI-6

Palisades
Area Code 616

General/Plant Ext

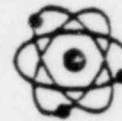
Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



Consumers Power

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TITLE: ATTACHMENT XVI-6

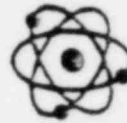
3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169
 <u>Palisades</u>	 <u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: GENERAL OFFICE HEALTH PHYSICS (EOF)

1.0 PURPOSE

To describe and define the responsibilities of the General Office Health Physics Support Team Leader in the Emergency Operations Facility (EOF) during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XVII-1, "Incoming/Outgoing Emergency Message."

Attachment XVII-2, "Recommended Protective Actions To Reduce Whole-Body and Thyroid Dose From Exposure to a Gaseous Radioactive Release."

"Health Physics Emergency Procedures" (not attached but made a part hereof by reference).

Attachment XVII-3, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Responsibilities

To provide technical health physics support for the Emergency Operations Facility (EOF) Director and the affected Plant and to provide advised protective actions to the EOF Director.

4.2 Actions

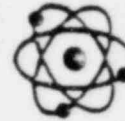
4.2.1 Proceed to the Emergency Operations Facility for the affected Plant with the EOF Director and support staff, and log in on the sign-in chart.

4.2.2 Establish communications with the affected Plant Health Physics group and obtain the present Plant status and occurrence of or potential for a radiological release and report same to the EOF Director (see Attachment XVI-3 for appropriate telephone numbers).



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TITLE: GENERAL OFFICE HEALTH PHYSICS (EOF)

- 4.2.3 Verify that all appropriate equipment, supplies, and communication channels are available and functional.
- 4.2.4 From the Health Physics Support Team assign:
- a. A Communicator to handle all telephone communications, assignment of all work requests, updates to pertinent sections on status boards, and to log all communications, actions and decisions using Attachment XVII-1;
 - b. An individual to establish link to Plant radiological parameters and to perform all offsite dose calculations using the Emergency Health Physics Procedures;
 - c. An individual to establish link to the onsite meteorological data and forecast data using the Emergency Health Physics Procedures and to provide technical meteorological support;
 - d. An individual to coordinate with the Plant Technical Support Center to transfer communication responsibility for the offsite radiological monitoring teams to the EOF Health Physics Support Team.
- 4.2.5 Establish communication with the General Office Control Center Health Physics Support Team Leader (see Attachment XVII-3 for appropriate telephone numbers) and obtain:
- a. Current Plant radiological and meteorological data;
 - b. Advised protective actions to the State;
 - c. Current protective actions initiated by the State;
 - d. Offsite dose calculations results if a release has occurred.
- 4.2.6 Before transferring authority from the General Office Control Center Health Physics Support Team to the EOF Health Physics Support Team, verify that:
- a. There is agreement between the two Support Teams on the offsite dose calculations and corresponding advised protective actions;



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TITLE: GENERAL OFFICE HEALTH PHYSICS (EOF)

- b. There is a clear understanding of the current protective actions initiated by the State.
- 4.2.7 Upon verification that the EOF Health Physics Support Team has established all communication channels and data links and that there is a clear understanding of advised protective actions and implemented protective actions, notify the GOCC Health Physics Support Team and the affected Plant Technical Support Center Health Physics group that responsibility for health physics support can be transferred to the EOF.
- 4.2.8 Notify the EOF Director that responsibility has been transferred.
- 4.2.9 If the emergency includes a release of radioactive material off site, continue to update the offsite dose calculations to account for changing meteorological and/or radiological data and release characteristics.
- 4.2.10 Update the EOF Director with any change in the advised protective actions, based on Attachment XVII-2, or change in events that could significantly impact current protective actions. In particular, recommendations on whether or not to implement the Mutual Aid Agreement or to request the assistance from the USDOE Radiological Assistance Teams.
- 4.2.11 Maintain a log (Attachment XVII-1) of all communications, actions and decisions while performing the duties of the Health Physics Support Team Leader.
- 4.2.12 If the estimated duration of the incident warrants, arrange a relief rotation schedule.



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TITLE: ATTACHMENT XVII-1

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____

7. COORDINATED WITH: _____

HP Accid Anal Nuc Lic Eng QA Other (Specify)

8. NAME/TITLE: _____ TIME: _____

9. REVIEWED BY: _____ TIME: _____

WHITE/RECORDER YELLOW/DIRECTOR PINK/PUBLIC AFFAIRS



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TITLE: ATTACHMENT XVII-2

RECOMMENDED PROTECTIVE ACTIONS TO REDUCE WHOLE-BODY AND THYROID DOSE FROM EXPOSURE TO A GASEOUS RADIOACTIVE RELEASE

<u>Projected Dose (rem) to Individual in General Public</u>	<u>Recommended Actions</u>	<u>Comments</u>
Whole Body <0.5 or Thyroid <5	No planned Protective Actions. State may issue an advisory to seek shelter and await further instructions. Monitor environmental radiation levels.	Previously recommended Protective Actions may be reconsidered or terminated.
Whole Body 0.5 to <5 or Thyroid 5 to <25	Seek shelter as a minimum. Consider evacuation especially for pregnant women and children. Evacuate unless constraints make it impractical. Monitor environmental radiation levels. Control access to the affected area.	If constraints exist, special consideration should be given for evacuation of children and pregnant women.
Whole Body 5 and above or Thyroid 25 and above	Conduct mandatory evacuation. Monitor environmental radiation levels and adjust area for mandatory evacuation based on these levels. Control access to the affected areas. Monitor environmental radiation levels.	Seeking shelter would be an alternative if evacuation were not immediately possible.

The Mutual Aid Agreement with neighboring utilities should be implemented if additional longer term offsite radiological surveillance and monitoring may be required.

USDOE Radiological Assistance Teams should be summoned if additional advice is essential for the control of the immediate hazards of health and safety.



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TITLE: ATTACHMENT XVII-3

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XVII-3

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/246
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT XVII-3

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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TITLE: ATTACHMENT XVII-3

3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169
 <u>Palisades</u>	 <u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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TITLE: REACTOR ENGINEERING/ACCIDENT ANALYSIS (EOF)

1.0 PURPOSE

To describe and define the responsibilities of the Reactor Engineering/Accident Analysis Support Team Leader in the Emergency Operations Facility (EOF) during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XVIII-1, "Incoming/Outgoing Emergency Message."

Attachment XVIII-2, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Responsibilities

To provide technical reactor physics and accident analysis support for the Emergency Operations Facility Director and the affected Plant.

4.2 Actions

- 4.2.1 Proceed to the Emergency Operations Facility for the affected Plant with the EOF Director and support staff, and log in on the sign-in chart.
- 4.2.2 Verify the present Plant status and Control Room Operator actions to prevent and/or limit core damage and to bring the Plant to a safe shutdown (see Attachment XVIII-2 for appropriate telephone numbers).
- 4.2.3 Verify that all appropriate equipment, supplies, and communication channels are available and functional for the support team.
- 4.2.4 From the Reactor Engineering/Accident Analysis Support Team, assign:



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TITLE: REACTOR ENGINEERING/ACCIDENT ANALYSIS (EOF)

- a. A Communicator to handle all telephone communications, assignment of all work requests, updates to pertinent sections on status boards, and to log all communications, actions and decisions using Attachment XVIII-1;
 - b. An individual to establish link to the required Plant parameters and to perform additional accident analysis calculations as required.
- 4.2.5 Upon activation of the Emergency Operations Facility and establishment of a communication link between the GOCC and EOF Reactor Engineering Support Teams (see Attachment XVIII-2 for appropriate telephone numbers), begin transfer of authority to the Emergency Operations Facility Reactor Engineering to include:
- a. Review of Plant status and critical reactor parameters.
 - b. Review of recommendations to prevent and/or limit core damage.
 - c. Actions initiated by the Plant to bring it to a safe shutdown.
- 4.2.6 Upon verification that the EOF Reactor Engineering/Accident Analysis Support Team has established all communication channels and data links and are capable of providing all requested reactor engineering/accident analysis calculations, notify the GOCC Reactor Engineering/Accident Analysis Support Team and the affected Plant Technical Support Center Reactor Engineering group that responsibility for reactor engineering support can be transferred to the EOF.
- 4.2.7 Notify the EOF Director that responsibility has been transferred.
- 4.2.8 Continue to review the accident sequence and ensure that the correct Control Room Operator actions are being taken to prevent and/or limit core damage.
- 4.2.9 Provide the Emergency Operations Facility Director with any changes in Plant status or recommendations to prevent and/or limit core damage.



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TITLE: REACTOR ENGINEERING/ACCIDENT ANALYSIS (EOF)

- 4.2.10 Maintain a log (Attachment XVIII-1) of all communications, actions and decisions while performing the duties of the Reactor Engineering/Accident Analysis Support Team Leader.
- 4.2.11 If the estimated duration of the incident warrants, arrange a relief rotation schedule.



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TITLE: ATTACHMENT XVIII-1

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____

7. COORDINATED WITH: _____

_____ HP Accid Anal Nuc Lic Eng QA Other (Specify)

8. NAME/TITLE: _____ TIME: _____

9. REVIEWED BY: _____ TIME: _____

WHITE/RECORDER YELLOW/DIRECTOR PINK/PUBLIC AFFAIRS



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XVIII-2

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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TITLE: ATTACHMENT XVIII-2

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT XVIII-2

Palisades
Area Code 616

General/Plant E. t

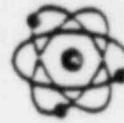
Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XVIII-2

3. TECHNICAL SUPPORT CENTER

Big Rock Point

Plant Ext

Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

Palisades

Plant Ext

Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: PLANT SUPPORT ENGINEERING (EOF)

1.0 PURPOSE

To describe and define the responsibilities of the Plant Support Engineering Support Team Leader in the Emergency Operations Facility (EOF) during an emergency situation at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XIX-1, "Incoming/Outgoing Emergency Message."

Attachment XIX-2, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Responsibilities

To provide technical Plant engineering support for the Emergency Operations Facility Director and the affected Plant.

4.2 Actions

4.2.1 Proceed to the Emergency Operations Facility for the affected Plant with the EOF Director and support staff, and log in on the sign-in chart.

4.2.2 Establish communications with the affected Plant Technical Support Center engineering group and obtain Plant status and report same to the EOF Director (see Attachment XIX-2 for appropriate telephone numbers).

4.2.3 Verify that all appropriate equipment, supplies, and communication channels are available and functional for the Support Team.



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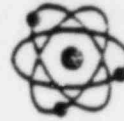
TITLE: PLANT SUPPORT ENGINEERING (EOF)

- 4.2.4 From the Plant Support Engineering Team, assign:
- a. A Communicator to handle all telephone communications, assignment of all work requests, updates to pertinent sections on status boards, and to log all communications, actions and decisions using Attachment XIX-1;
 - b. An individual to perform engineering calculations, obtain the affected Plant engineering drawings and have them available for reference.
- 4.2.5 Upon activation of the Emergency Operations Facility and establishment of a communication link between the GOCC and EOF Support Engineering Support Teams, begin transfer of authority to the Emergency Operations Facility Plant Support Engineering Support Team, to include:
- a. Review of the Plant status.
 - b. Review of all engineering recommendations and calculations made.
 - c. Actions initiated by the Plant as they relate to engineering matters.
- 4.2.6 Upon verification that the EOF Plant Support Engineering Support Team has established all communication channels and data links and is capable of providing engineering support, notify the GOCC Plant Support Engineering Support Team and the affected Plant Technical Support Center engineering support group that responsibility for engineering support can be transferred to the EOF.
- 4.2.7 Notify the EOF Director that responsibility has been transferred.
- 4.2.8 Provide the Emergency Operations Facility Director and affected Plant with all requested Plant engineering recommendations and support.
- 4.2.9 Maintain a log (Attachment XIX-1) of all communications, actions and decisions while performing the duties of the Plant Support Engineering Support Team Leader.



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TITLE: PLANT SUPPORT ENGINEERING (EOF)

4.2.10 If the estimated duration of the incident warrants, arrange a relief rotation schedule.



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TITLE: ATTACHMENT XIX-1

INCOMING/OUTGOING EMERGENCY MESSAGE
(Print Firmly)

MESSAGE NUMBER: _____ DATE: _____ TIME: _____

1. TO: _____

2. FROM: _____

3. MESSAGE/ACTION/DECISION: _____

4. ASSIGNED: _____

5. CIRCLE ONE: PRIORITY ROUTINE DEFERRED

6. RESPONSE: _____



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XIX-2

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-C355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XIX-2

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	582-6131/238
Communicator/Licensing	582-6151/248
Control Center Speaker Phone	582-7182/243
Control Center (Whisper Writer)	582-7381
Health Physics	582-7231/239 582-7382/240
Reactor Physics	582-9181/241
Plant Support Engineering	582-6271/242 582-6331/250
Logistics	582-6181
Public Affairs Speaker Phone	582-6537
Public Affairs (Whisper Writer)	582-6538
NRC	582-6311
State and Local Government	582-6321
Liaison	582-6281



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TITLE: ATTACHMENT XIX-2

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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FOR OPERATIONS



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TITLE: ATTACHMENT XIX-2

3. TECHNICAL SUPPORT CENTER

<u>Big Rock Point</u>	<u>Plant Ext</u>
Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169
 <u>Palisades</u>	 <u>Plant Ext</u>
Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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FOR OPERATIONS



Proc No XX
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Date

TITLE: EMERGENCY PLANNING (EOF)

1.0 PURPOSE

To describe and define the responsibilities of the Emergency Planning Department at the Emergency Operations Facility (EOF) during an emergency at a Consumers Power Company operated nuclear facility.

2.0 ATTACHMENTS

Attachment XX-1, "Emergency Facility Telephone Numbers."

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Organization

Emergency Planning is represented by the Corporate Emergency Planner and Corporate Emergency Support Planner.

4.2 Responsibilities

4.2.1 Responsibilities of the Emergency Planner include:

- a. Ensuring all technical support teams are working together within the EOF and are communicating to the EOF Director and appropriate personnel at the affected Plant;
- b. Working with the Emergency Support Planner in determining all facets of the General Office Control Center, other Emergency Response Facilities and associated personnel are functioning as required.

4.2.2 Responsibilities of the Energy Support Planner include:

- a. Ensuring all nontechnical support teams and personnel are working within the General Office Control Center and are communicating to the GOCC Director and appropriate personnel at the affected Plant;



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NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
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TITLE: EMERGENCY PLANNING (EOF)

- b. Working closely with the EOF Director to ensure all lines of communication between the affected Plant, Emergency Operation Facility, other Emergency Response Facilities, and necessary offsite agencies are adequately operating to ensure proper decision-making by all personnel involved;
- c. Working with the Emergency Planner in determining all facets of the EOF, other Emergency Response Facilities and associated personnel are functioning as required.



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NUCLEAR ACTIVITIES DEPARTMENT
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Date

TITLE: ATTACHMENT XX-1

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-7855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7009 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
FOR OPERATIONS



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Date

TITLE: ATTACHMENT XX-1

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point
Area Code 616

General/Plant Ext

Emergency Operations Facility Director 582-6131/238

Communicator/Licensing 582-6151/248

Control Center Speaker Phone 582-7182/243

Control Center (Whisper Writer) 582-7381

Health Physics 582-7231/239
582-7382/240

Reactor Physics 582-9181/241

Plant Support Engineering 582-6271/242
582-6331/250

Logistics 582-6181

Public Affairs Speaker Phone 582-6537

Public Affairs (Whisper Writer) 582-6538

NRC 582-6311

State and Local Government 582-6321

Liaison 582-6281



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
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Page 5 of 6
Revision 4
Date

TITLE: ATTACHMENT XX-1

Palisades
Area Code 616

General/Plant Ext

Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



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NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XX-1

3. TECHNICAL SUPPORT CENTER

Big Rock Point

Plant Ext

Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

Palisades

Plant Ext

Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



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NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
FOR OPERATIONS



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TITLE: PUBLIC AFFAIRS (EOF)

1.0 PURPOSE

To describe and define responsibility of the Corporate Public Affairs Department in the Emergency Operations Facility (EOF).

2.0 ATTACHMENTS

Attachment XXI-1, "Emergency Facility Telephone Numbers."

Nuclear Plant Emergency Public Information Policies and Procedures (not attached but made a part hereof by reference).

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 ORGANIZATION

Corporate Public Affairs Department is represented in the Emergency Operations Facility by two persons designated in the Nuclear Plant Emergency Public Information Policies and Procedures. They are assisted by a technical advisor who is also designated in the informational manual and at least two clerical personnel assigned from the appropriate Region. Procedures for notification of all personnel and/or their alternatives are also described in the Public Affairs Procedures.

4.2 RESPONSIBILITIES

4.2.1 Responsibilities of the Public Affairs representatives in the EOF include:

- a. Call the General Office Control Center Public Affairs representative at _____, notify him of your arrival at EOF and that you are ready to accept transfer of authority in Public Affairs from GOCC.
- b. Call Joint Public Information Center and establish open lines of communication via telephone and Whisper Writer.



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NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
FOR OPERATIONS



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TITLE: PUBLIC AFFAIRS (EOF)

- c. Notify EOF Director that Public Affairs transfer of authority has been completed.
 - d. Gather emergency information from appropriate officials within EOF; prepare press release; obtain press release approval from EOF Director or his alternate, or EOF Administrator; and transmit press release immediately to the Joint Public Information Center.
 - e. Continue to update emergency information as often and quickly as possible.
 - f. Depending on projected length of emergency, Public Affairs representatives should establish work shifts.
- 4.2.2 Responsibilities of the Public Affairs Technical Advisor include:
- a. Assisting Public Affairs representative in translating and transmitting information concerning the emergency received in the EOF from the Technical Support Center.
- 4.2.3 Responsibilities of clerical staff include:
- a. Establishing Whisper Writer communications between EOF and Joint Public Information Center.
 - b. Typing rough draft of proposed news release for approval by EOF Director, his alternate or EOF Administrator.
 - c. Performing other clerical responsibilities as deemed necessary.



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NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
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TITLE: ATTACHMENT XXI-1

EMERGENCY FACILITY TELEPHONE NUMBERS

1. GENERAL OFFICE CONTROL CENTER

Control Center Director	788-7001
Communications/Licensing	788-7002
Control Center (Whisper Writer)	788-0855
Control Center (Speaker Phone)	788-7003
Health Physics	788-7005 788-7004
Reactor Physics	788-7006 788-7007
Plant Support Engineering	788-7008 788-5802
Logistics	788-7010
Public Affairs	788-0352 788-0355
Public Affairs (Whisper Writer)	788-7015
Tech Library (Speaker Phone)	788-7009



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PROCEDURE
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TITLE: ATTACHMENT XXI-1

2. EMERGENCY OPERATIONS FACILITY

Big Rock Point

Area Code 616

General/Plant Ext

Emergency Operations Facility Director 582-6131/238

Communicator/Licensing 582-6151/248

Control Center Speaker Phone 582-7182/243

Control Center (Whisper Writer) 582-7381

Health Physics 582-7231/239
582-7382/240

Reactor Physics 582-9181/241

Plant Support Engineering 582-6271/242
582-6331/250

Logistics 582-6181

Public Affairs Speaker Phone 582-6537

Public Affairs (Whisper Writer) 582-6538

NRC 582-6311

State and Local Government 582-6321

Liaison 582-6281



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XXI-1

Palisades
Area Code 616

General/Plant Ext

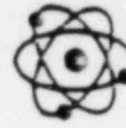
Emergency Operations Facility Director	637-6615/381
Communicator/Licensing	637-7314
Control Center (Whisper Writer)	637-3955
Health Physics	637-7397/385 637-6695/384
Reactor Physics	637-7308/382
Plant Support Engineering	637-7306/369 637-6647/386
Logistics	637-7398
Public Affairs	637-7321
Public Affairs (Whisper Writer)	637-6188
NRC	637-7309
State and Local Government	637-7307
Liaison	637-6574/383
Security	637-5287 637-5288

Midland
To Be Added



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
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TITLE: ATTACHMENT XXI-1

3. TECHNICAL SUPPORT CENTER

Big Rock Point

Plant Ext

Site Emergency Director	161
Health Physics	161, 162, 163, 169
Reactor Physics	161, 162, 163, 169
Plant Support Engineering	161, 162, 163, 169

Palisades

Plant Ext

Site Emergency Director	253
Health Physics	342, 287
Reactor Physics	294, 243
Plant Support Engineering	294, 243
NRC	252
Communications	201
General	236



Consumers Power

NUCLEAR ACTIVITIES DEPARTMENT
PROCEDURE
FOR OPERATIONS



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TITLE: BUILDING SERVICES (EOF)

1.0 PURPOSE

To describe and define the responsibilities of Building Services in helping set up, maintain and operate the Emergency Operations Facility at any of the Company's three nuclear Plants.

2.0 ATTACHMENTS

Nuclear Plant Site Emergency Building Services (contained in Appendix A).

3.0 INITIAL CONDITIONS AND/OR REQUIREMENTS

The Plant must be at a Site Area Emergency or General Emergency before initiation of this procedure. If the Plant is at the Alert stage, the General Office Control Center will be activated to constitute a standby status for the Emergency Operations Facility.

4.0 PROCEDURE

4.1 Organization

Building Services in Phase II of this procedure is represented primarily by personnel from the same department in the Northern Service Region (Big Rock Point); Southwestern Service Region (Palisades); and Central Service Region (Midland).

4.2 Responsibilities

4.2.1 Implement Phase II of procedures described in Nuclear Plant Site Emergency Building Services (Appendix A) for the affected Plant.

NUCLEAR PLANT SITE EMERGENCY
BUILDING SERVICES

NUCLEAR PLANT SITE EMERGENCY
DISTRIBUTION

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MJJury, P-24-109

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RERoby (4 copies)

Southwestern Region - Reg Bldg Serv Supt
WRHarrison (6 copies)

3/25/82

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NUCLEAR PLANT SITE EMERGENCY
BUILDINGS SERVICES

CONTENTS

Parnall - Phase I

South Haven Conference Center/Palisades Nuclear Plant - Phase II

Boyne City Service Center/Big Rock Point Nuclear Plant - Phase II

Bay City Service Center/Midland Nuclear Plant - Phase II

Trailer Details

NUCLEAR PLANT SITE EMERGENCY
Buildings Services

General

In the initial phase of a Nuclear Plant Site Emergency at any location, Buildings Services will implement the program by setting up a General Office Emergency Control Center including proper communications in the Parnall Auditorium Break Room.

This facility is located on the first floor on the south side of Parnall I, as per Exhibits A and B. Exhibit C shows a proposed layout of the room itself

This facility should be in operation within 30 minutes and would go in operation irregardless which Nuclear Plant was affected. We will work with the General Office Emergency Control Center Director.

A Staff Level Buildings Services Supervisor will be assigned to this Center to coordinate their requirements and to implement Phase II if necessary. The need to continue this arrangement or to have someone on call should be reevaluated as necessary.

The auditorium area may be required for setup by removing the separating partitions. The Break Room would use existing tables and setup per Exhibit C, Revised 7-8-80. A small conference facility complete with speaker phone will be set up in the library, also shown on Exhibit C, Revised 7-8-80. The room to the south now occupied by Records Management will be used to house the Control Center Director and the Nuclear Licensing Group. The Records Management Group will have to be relocated.

The Emergency Offsite Facility (EOF) ^{May} ~~also~~ be set up ~~immediately~~ when the affected plant reaches the alert stage.

NUCLEAR PLANT SITE EMERGENCY
Buildings Services - Parnall Road - Jackson, Michigan

Phase I

PROCEDURE FOR NOTIFICATION

- A. The original call will come from the on-shift Gas Power Control Supervisor.
- B. He is to call 81565, the Parnall North Lobby Guard or Receptionist, depending on who is on duty and will state "A Nuclear Plant Site Emergency has occurred, please implement Phase I."
- C. The Guard or Receptionist will then do the following:

Log the time of the call from Power Control and the time you reach the people in the various stages, 1 through 5.

1. Daytime - 8:00 AM to 5:00 PM

- a. Call the Facilities Operations Center - 82525 and have them reach the on-duty Parnall Supervisor. State "A Nuclear Plant Site Emergency has occurred, please report to the Parnall I Auditorium Break Room and implement Phase I immediately."
- b. Call Rene Silva, Guard Supervisor - 80308 and state "A Nuclear Plant Site Emergency has occurred, please implement Phase I immediately."

2. Nights - 5:00 PM to 1:00 AM

- a. Call D L Miller - 80931 and state "A Nuclear Plant Site Emergency has occurred, please report to the Parnall I Auditorium Break Room and implement Phase I immediately." If either of them is not available, then call one of the following until someone is reached. State "A Nuclear Plant Site Emergency has occurred, please report to the Parnall I Auditorium Break Room and implement Phase I immediately."

Tom Ellis
Carl Town
Jo Neill
Jerry Secord
John Woodruff
Duane West





- b. Call Rene Silva, Guard Supervisor, [REDACTED] (home phone), or call the on-call Guard Supervisor from your Guard Call-Out List, and

state "A Nuclear Plant Site Emergency has occurred, please implement Phase I."


3. Nights (1:00 AM to 8:00 AM), Weekends and Holidays


- a. Call the on-call Buildings Maintenance Man and state "A Nuclear Plant Site Emergency has occurred, please report to the Parnall I Auditorium Break Room and implement Phase I immediately."
- b. Call the Buildings Supervisor and state "A Nuclear Plant Site Emergency has occurred, please report to Parnall I Auditorium Break Room and implement Phase I immediately."

	<u>Work</u>	<u>Home</u>
Art Bamm	80932	
Carl Town	82967	
Tom Ellis	82219	
Jo Neill	81495	
Jerry Secord	81752	
John Woodruff	81750	
Duane West	81452	

- c. Call Rene Silva, Guard Supervisor,  (home phone), or call the on-call Guard Supervisor from your Guard Call-Out List, and state "A Nuclear Plant Site Emergency has occurred, please implement Phase I."

4. Then notify the Buildings Staff Coordinator and state "A Nuclear Plant Site Emergency has occurred, please report to the Parnall I Auditorium Break Room and implement Phase I immediately." The first person reached of those listed below should report to the Parnall I Auditorium Break Room and act as the Coordinator.

	<u>Work</u>	<u>Home</u>
Bldg Staff Coord - John Woodruff	81750	
Alternate - Jim Clark	81751	
Ditto - Frank Jamieson	81771	
" - Jerry Secord	81752	
" - Ed Thallman	81454	
" - Bob Soeters	80410	
" - Duane West	81452	

- 5. Call R C Lincoln,  (home) or 81234 (work); state "A Nuclear Plant Site Emergency has occurred and we are opening the Parnall Phase I operation. The proper Buildings people have been called."


D. Duties - Phase I

All equipment required immediately is located in P-11-020 marked "Nuclear Plant Site Emergency." Both cabinets are to be wheeled into the emergency area.

1. Hook up phones - they are in P-11-020 behind the stage in two cabinets marked "Nuclear Plant Site Emergency." The numbers on the phones should match the numbers on or by the phone jack. See Exhibits C and C-3. The cabinets are mounted on two-wheel carts and both should be taken intact to the Emergency Room (Break Room).
2. Set up tables, chairs, signs and ashtrays as per Exhibit C. Use the existing tables and chairs in the auditorium for the setup; use the desk, etc, in Dining Rooms A and B for that setup. Use whatever is necessary for the small conference area. The nameplates are in the same storage cabinets as the phones.
3. Lock the doors as indicate on Exhibit C.
4. Provide paper, pencils, pens, etc, which are stored in the same cabinet as the telephones.
5. Place the identification holders, located in the cabinet, on the guard station table.
6. Hook up mike jack in accordance with Exhibit C on the Director's desk; have the PA System adjusted to cover the occupied area in Exhibit C. It is to be used by the Nuclear Plant Site Director and is located in one of the cabinets.
7. The Records Management personnel in Dining Room B move to P-11-203 per Exhibit C-2. Notify John Frey - 81794 that this has occurred.

If the Buildings Staff Coordinator, John Woodruff, or his alternate has not arrived after performing Items 1 through 7, then proceed with Items 8 through 10.

8. Call the Cafeteria Manager, Mary Browne, on 80628 during the day, and on [REDACTED] at night. Inform her there has been a Nuclear Plant Site Emergency and that we will be closing the Break Room and she is to open up the cafeteria.
9. At the direction of the Director of the Control Center, call the Transportation Services call list, listed below, until one is reached.

	<u>Work</u>	<u>Home</u>
Connie Dilworth	82210	
Bill Swan	82215	
Kay Carpenter	82460	
Karen Richards	82211	
Bonnie Earley	82212	
Diana Rice	82342	
David Voigt	82391	

Inform them that a Nuclear Plant Site Emergency has occurred and that they are on alert.

10. Anything else required by the General Office Emergency Control Center Director.

INSTRUCTIONS FOR
BUILDINGS STAFF COORDINATOR


Your duties are as follows:

See that the following Items 1 through 7 have been completed:

1. Phones are hooked up - they are in P-11-020 behind the stage in two cabinets marked "Nuclear Plant Site Emergency." The numbers on the phones must match the numbers on the phone jack. The cabinets are each mounted on two-wheel carts and both should be taken intact to the Break Room.
2. Tables, chairs, signs and ashtrays are set up as per Exhibit C. Use the existing tables and chairs in the auditorium for the setup; use the desks, etc, in Dining Rooms A and B for that setup. Use whatever is necessary for the small conference area. The nameplates are in the same storage cabinets as the phones.
3. The doors are locked as indicated on Exhibit C.
4. Paper, pencils, pens, etc, are provided - they are stored in the same cabinets as the telephones.
5. Identification holders are placed on the guard station table - they are stored in the storage cabinet.
6. The mike jack to be used by the Nuclear Plant Site Director is located in one of the cabinets. This is to be hooked up in accordance with Exhibit C on the Director's desk; have the PA System adjusted to cover the occupied area in Exhibit C.
7. The Records Management personnel in Dining Room B move to P-11-203 per Exhibit C-2. Notify John Frey - 81794 that this has occurred.

Perform the following Items 8 through 10:

8. Call the Cafeteria Manager, Mary Browne, on 80628 during the day, and on [REDACTED] at night. Inform her there has been a Nuclear Plant Site Emergency and that we will be closing the Break Room and she is to open up the cafeteria.
9. At the direction of the Director of the Control Center, call the Transportation Services call list, listed below, until one is reached:

	<u>Work</u>	<u>Home</u>
Connie Dilworth	82210	
Bill Swan	82215	
Kay Carpenter	82460	
Karen Richards	82211	
Bonnie Earley	82212	
Diana Rice	82342	
David Voigt	82391	


Inform them that a Nuclear Plant Site Emergency has occurred and that they are on alert.


- 10. Anything else required by the General Office Emergency Control Center Director.


GENERAL INFORMATION

Items 1 through 6 will probably be done, as other people have been assigned to have them completed within 30 minutes. Item 7 should be done as soon as practical.

After the initial Steps 1 through 8 are completed, your basic duties are to provide logistical support. You will work for the General Office Emergency Control Center Director and will assist him in any physical changes required in the facilities. You can go through the Parnall Buildings Supervisor to accomplish this, or other assigned General Office Buildings Supervision.

John T Woodruff is the Buildings Staff Coordinator. Please continue to call him on  so you may be relieved.

Food service - make arrangements for any necessary food service from coffee to meals. Work with the Cafeteria Manager, Mary Browne, who can be reached on 80628 at work and  at home.

Provide additional property protection such as additional guards or take other security measures as necessary, such as needing additional identification cards or changing guard duties on locations. Work with Rene Silva - 80308, office, and  Ann Arbor Office (24-hour service), Guard Supervisor.

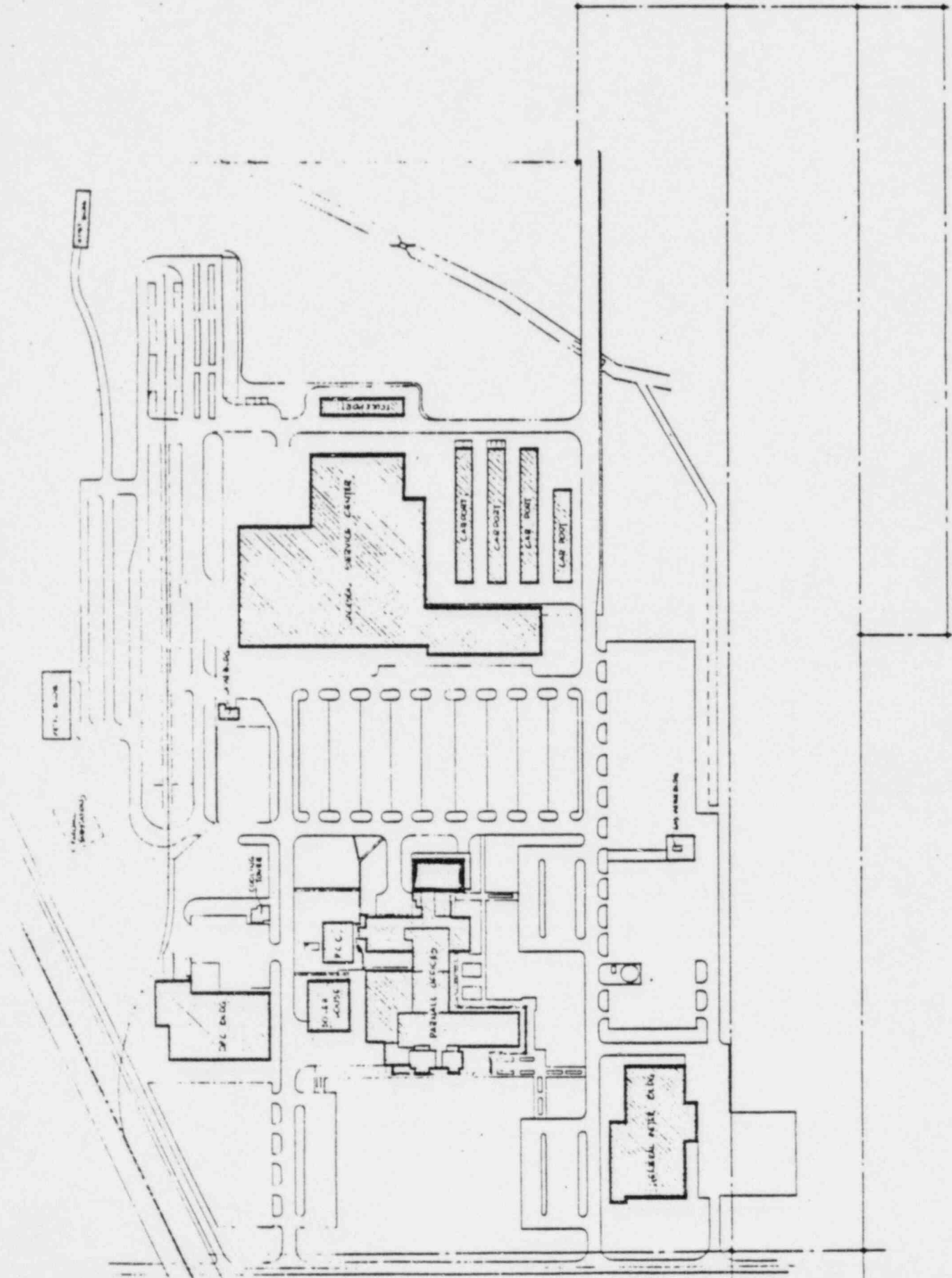
When directed by the General Office Emergency Control Center Director, implement Phase II. You will make the call to proper location to the backup logistics facility. See the special directions for the implementation of Phase II in the instructions. Information that should be required from the General Office Emergency Control Center Director to pass on to the Phase II locations are:

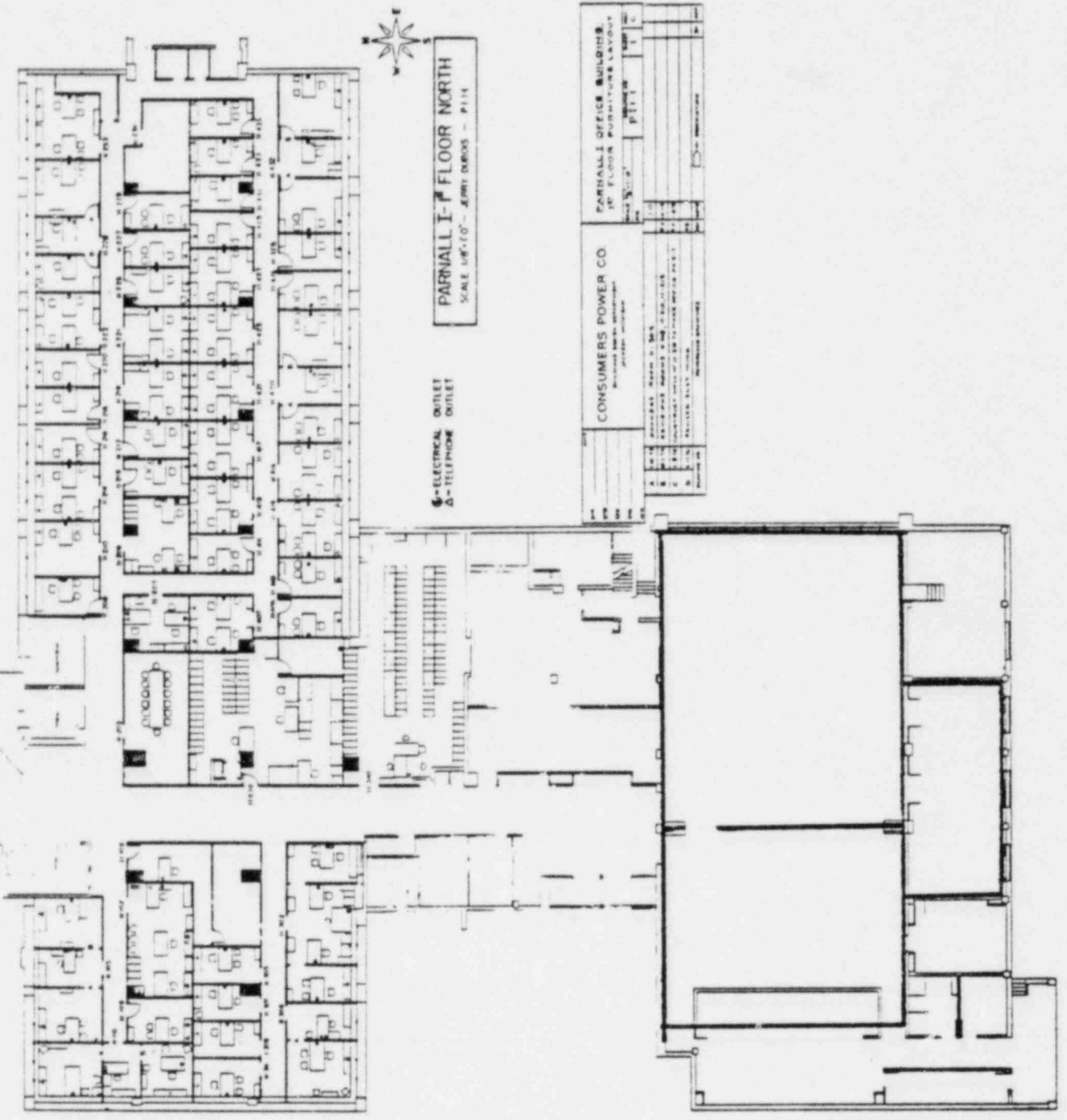
- How many will be housed?
- When will they be arriving?

- Who is in charge of the group or groups?

- Is it a full backup crew, or is it only one of the groups, such as Health Physics, Reactor Physics or Engineering?

Provide any other assistance to help the General Office Emergency Control Center Director.



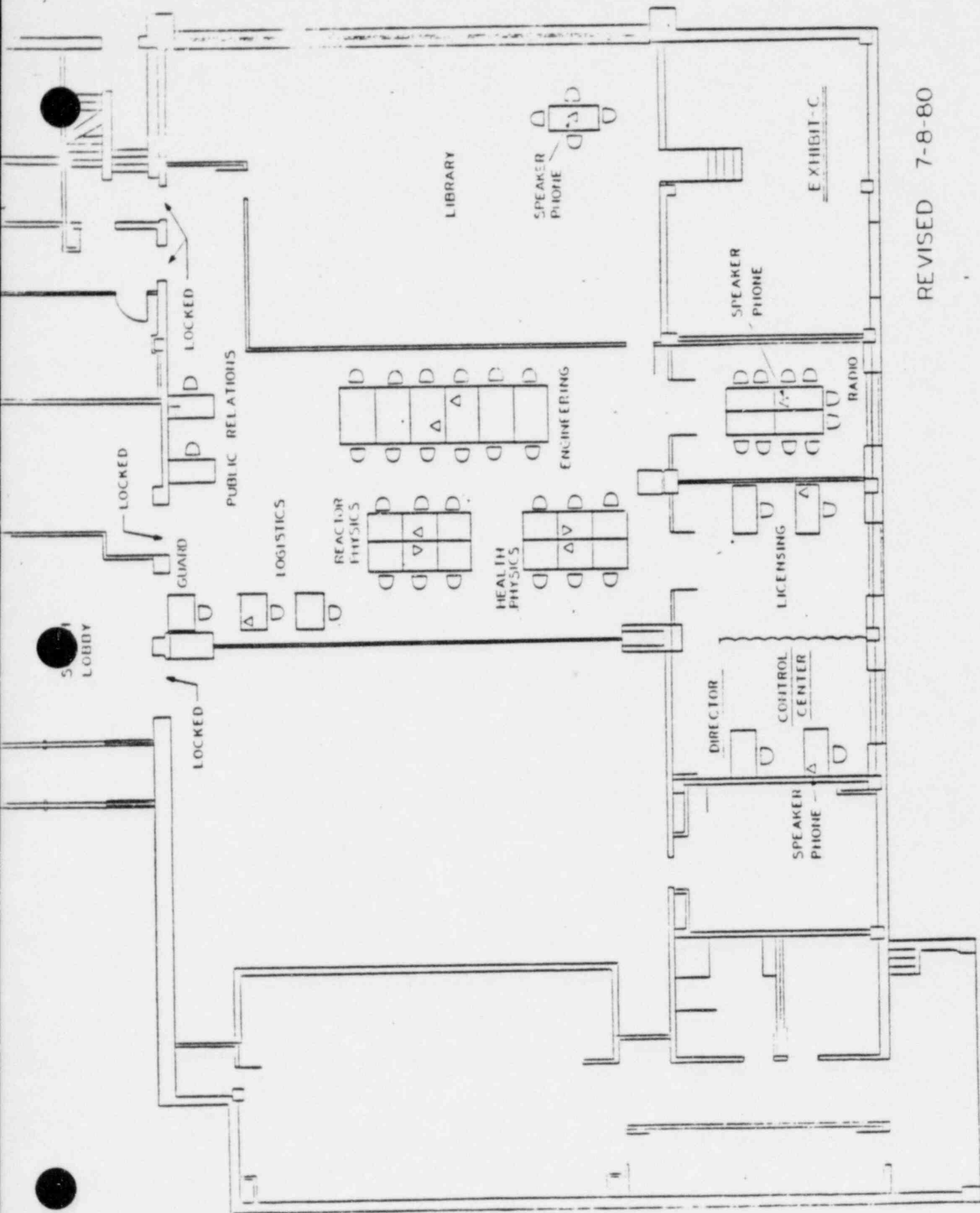


PARNALL OFFICE BUILDING
1ST FLOOR NORTH
SCALE 1/8" = 1'0" - ARMY INBOSS - P114

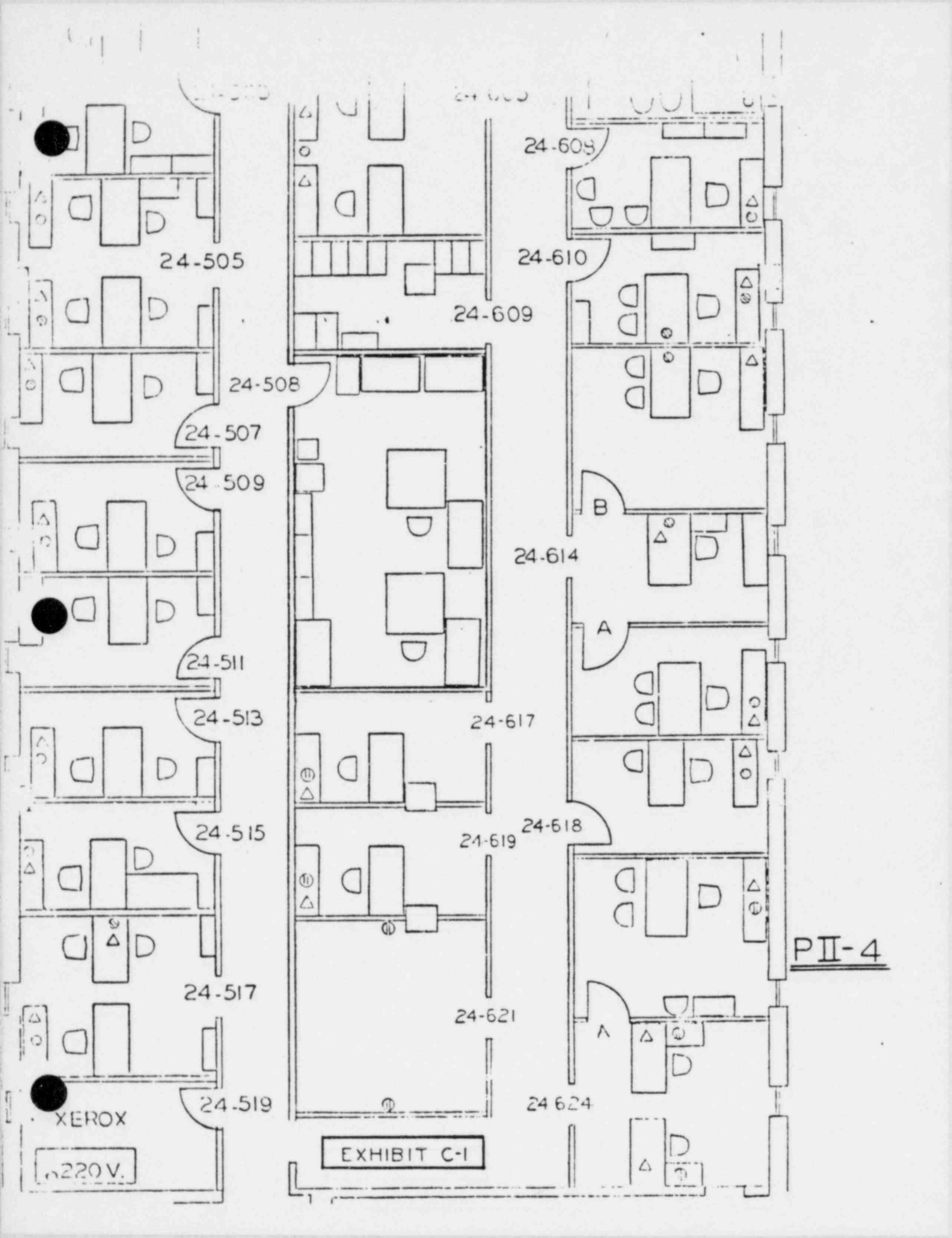
◻ - ELECTRICAL OUTLET
△ - TELEPHONE OUTLET

CONSUMERS POWER CO.	
SCHEDULE OF WORK	
NO.	DESCRIPTION
1	INSTALLATION OF ELECTRICAL WORK
2	INSTALLATION OF TELEPHONE WORK
3	REPAIRS TO EXISTING WORK
4	TESTING AND INSPECTION
5	FINAL CLEANING
6	COMPLETION

PARNALL OFFICE BUILDING 1 ST FLOOR FURNITURE LAYOUT	
NO.	DESCRIPTION
1	OFFICE DESKS
2	OFFICE CHAIRS
3	OFFICE TABLES
4	RECEPTION DESK
5	STAIRS
6	ELEVATOR
7	RESTROOMS
8	STORAGE
9	RECEPTION AREA
10	CONFERENCE ROOM
11	OFFICE
12	OFFICE
13	OFFICE
14	OFFICE
15	OFFICE
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REVISED 7-8-80



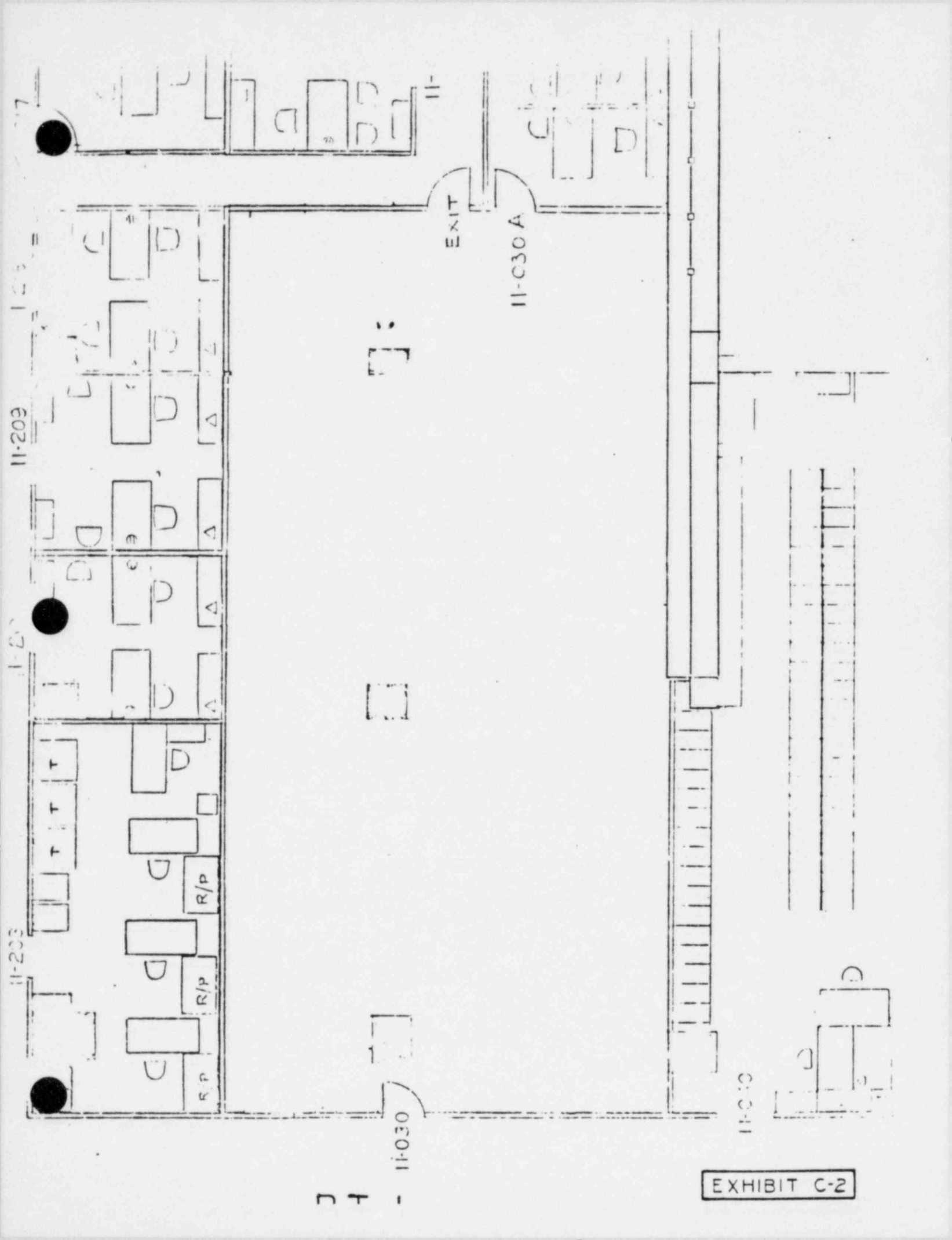
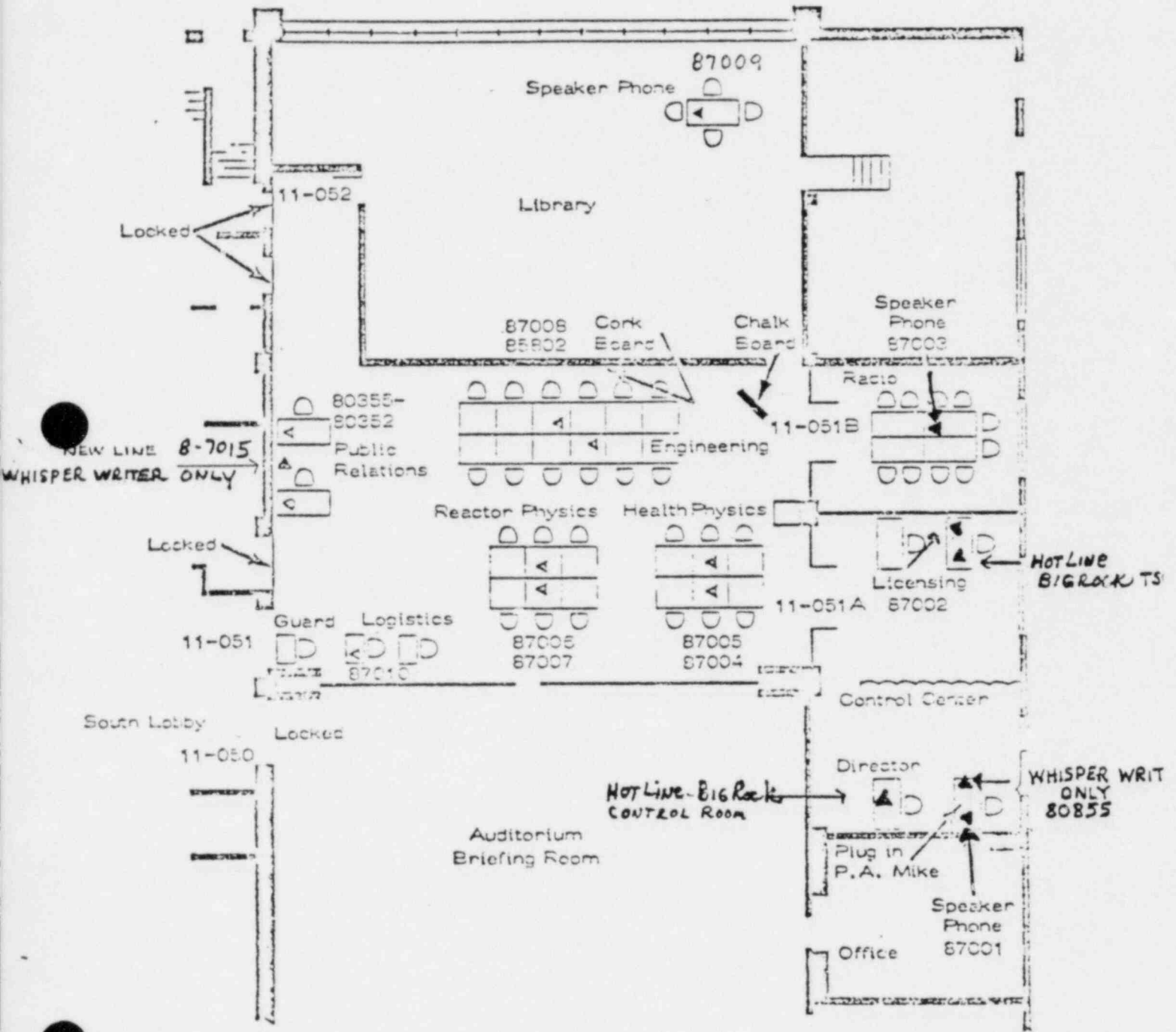


EXHIBIT C-2

EMERGENCY CONTROL CENTER
 1945 W PARNALL ROAD, JACKSON



NUCLEAR PLANT SITE EMERGENCY

SOUTH HAVEN CONFERENCE CENTER
Work To Be Performed by Conference Center Staff
and Southwestern Region

Phase IIBASIC OVERVIEW

During Phase II of a nuclear emergency at Palisades Nuclear Plant, the South Haven Conference Center would be turned into a command post which will include proper communications, housing, food service and any other support services deemed necessary.

South Haven Conference Center is located approximately 11 miles north of the Palisades Nuclear Plant. Routes of access to the Conference Center are shown on the attached map, Exhibit D.

The center has the capability to house up to 50 people. Additional housing will be provided for up to 250 people by moving sleeping and toilet trailers onsite, as necessary.

The conference room and game room will be set up as the working headquarters and communication center.

There is a 550-gallon gasoline tank on the premises.

I. NOTICE OF IMPLEMENTATION

The following are the four categories of emergencies at nuclear plants and the action to be taken at the South Haven Conference Center EOF as backup for the Palisades Plant in order of urgency:

1. General Emergency - To be opened within one hour.
2. Site Area Emergency - To be opened within one hour (see Implementation of Site Area Emergency or General Emergency status).
3. Alert - The EOF could be set up at the direction of the VP - Nuclear or the General Office Emergency Control Center Director.
4. Unusual Event - No action at the EOF is required (see Implementation of Alert status).

A. IMPLEMENTATION OF THE SITE AREA EMERGENCY OR GENERAL EMERGENCY STATUS

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As soon as either the Site Area Emergency or General Emergency status is attained, the Plant will immediately dispatch Palisades employees to the South Haven Conference Center. They have keys in the Shift Supervisor's Office.

1. The Plant will call South Haven Conference Center and preferably talk to John Czernikowski, the Marriott manager. The numbers are:

South Haven Company Line - 82556
 South Haven Regular Line - (616) 637-5287 or (616) 637-5288

John Czernikowski's Home Phone (Caretaker's House) - [REDACTED]

If John Czernikowski cannot be reached, call:

Jim Quinonis - (No phone available)
 Curtis Smith, Sr - [REDACTED]
 Mae Barringer - [REDACTED]
 Rose Covey - [REDACTED]

and give the information to whomever you get.

"There is a nuclear emergency at the Palisades Nuclear Plant and we are opening up the South Haven Conference Center as a working headquarters. Please implement Phase II of the Nuclear Plant Site Emergency Plan. The details for implementation are spelled out in your Emergency Plan Book.

"There will be (number of people) arriving at approximately (time) AM, PM. The first meal should be planned for approximately (time) AM, PM.

"(Group Leader's name) will be in charge of the group."

B. IMPLEMENTATION OF ALERT STATUS

At the request of the General Office Emergency Control Center Director, the Building's Staff Coordinator on duty will:

1. Call South Haven Conference Center and preferably talk to John Czernikowski, the Marriott manager. The numbers are:

South Haven Company Line - 82556
 South Haven Regular Line - (616) 637-5287 or (616) 637-5288

John Czernikowski's Home Phone (Caretaker's House) - [REDACTED]

If John Czernikowski cannot be reached, call:

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D. Call W F Eldridge Work - (517) 788-1108
 Home - [REDACTED]

Repeat same information as in A.

II. IMPLEMENTATION GUIDELINES

- A. If the number arriving is 40, no cots necessary.
- B. If the number arriving is 41-50, cots necessary, no trailers.
- C. If the number arriving is 50, sleeping trailers, toilet trailers, are necessary.
- D. One sleeping trailer sleeps ten (10).
- E. One toilet trailer serves thirty (30) on a shift.

III. RESPONSIBILITIES OF CONFERENCE CENTER CARETAKERS ON RECEIVING NOTICE OF IMPLEMENTATION

- A. Evacuate present group immediately.
- B. Arrange conference room and game room according to room layout and which groups are arriving. See Exhibit F. Use all 8' tables. Set additional chairs around perimeter of room. Place signs on appropriate tables. These signs are in the labeled cabinet in the Electrical Room.
- C. Hook up phones according to layout. See Exhibit F. Phones are stored in the electrical room in a labeled cabinet. The numbers on the phones must match the numbers on the phone jack. Be sure panel in Electrical Room is plugged in!
- D. Lay out supplies, pencils, pens, pads, etc. These are also stored in the Electrical Room in a labeled cabinet.
- E. Prepare sleeping quarters as necessary - change sheets, put out fresh towels, etc. In general, prepare the Conference Center for the arrival of a new group.
- F. Stand by to direct placement of cots (if necessary) according to Exhibit G, and make up cots.
- G. Stand by to assist with trailer hookup (if necessary). Make up beds in sleeping trailers. Provide toilet trailers with necessary supplies: toilet paper, towels, face cloths, soaps, etc.

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H. Arrange for food service.

1. For groups of 50 or less, food service will be handled in-house by the Conference Center staff. Conference Center staff will be responsible for complete menu planning, ordering, setup and cleanup.
2. For groups of over 50, food service will be catered in by:

Daane's Catering of Kalamazoo
8847 Portage Avenue
Kalamazoo, Michigan

Contact: Mr Daane - [REDACTED]

Caretaker will assume responsibility to order meals, give counts, delivery time and assist caterer on arrival. Daane's needs a minimum of 4 hours (includes travel time) notice for food service. This may mean Conference Center staff will have to provide a meal, depending on the timing. NOTE: About the only thing that Daane's can serve for hot breakfast is scrambled eggs. Conference Center staff could handle cereal, rolls, etc, for a change.

3. All meals will be served buffet style in the dining room and will be available over a 1-1/2 - 2 hour time span. As the emergency personnel will most likely be working on shifts, it would not be feasible to serve everybody at once and allow for proper coverage in the conference room.

Actual meal time periods can be determined after the shift schedules have been set.

4. Coffee and pop will be provided in the conference room on a continual basis.
5. Even if meals are being catered in, Conference Center can still provide for:
 - a. Beverages at meals and breaks
 - b. Condiments - mustard, ketchup, mayo, etc
 - c. Snacks - chips, nuts, cheese and crackers, etc
6. We will not use linen napkins or tablecloths at any meal. Paper or plastic placemats and paper napkins will be all that is necessary.

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7. Paper service will be used at all meals. You may want to use silver and glassware. Group may want to carry meals back to working area for which paper service is better suited. Be flexible on this; it can get awfully tiring to eat three meals a day on paper plates, so use your judgment.
 8. Food service for those working the all-night shift: You could have meat and cheese trays prepared ahead of time and put in an open refrigerator so the working group could help themselves to a "make your own sandwich" type meal. Other alternatives should be reviewed after implementation.
- I. Arrange for daily cleaning.
1. Remake beds, including cots and sleeping trailers.
 2. Clean bathrooms, including shower and toilet trailers.
 3. Additional sheets, towels, etc, will be necessary if sleeping and toilet trailers are brought on site. This will be provided by:

Continental Linen Services
Kalamazoo Laundry Co
239 North Rose
Kalamazoo, MI 49007

Contact: Dick Fitzsimmons - [REDACTED]
 4. Conference Room. Since this will be used on a 24-hour basis, "daily cleaning" will be impossible. Should schedule periodic walk-throughs to clean up ashtrays, dirty cups, etc. Bathroom should be checked periodically.
- J. Notify sanitary hauler to pump out holding tank as necessary. This tank has been wired with a visual alarm (light only) and should be checked daily. Under full load (10 sleeping trailers and 3 toilet trailers) tank will fill up in one day.
- K. Resume normal responsibilities such as preventive maintenance, lawn care, etc, as much as possible, BUT providing for the needs of the emergency personnel will take top priority.
- L. Separate charging for emergency expenses.
- M. You may hire additional help as backup for cleaning, food service, etc. Southwestern Region and General Office will have backup on call.

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N. Provide additional toilet items, clothes, etc, for the group as necessary.

IV. RESPONSIBILITIES OF SOUTHWESTERN REGION ON RECEIVING NOTICE OF IMPLEMENTATION

A. Secure cots and arrange for delivery and set up according to Care-taker's directions, if necessary. Cots are available at:

Palisades Plant - 70 cots with blankets in Benton Harbor - call Jim McVay, 192-242.

Morrow Plant - 40 mattresses with blankets and pillows stored at Kalamazoo Service Center - call Chuck Blumke, 164-320 or Dick Harrison, 164-213.

Campbell Plant - 75 folding beds with mattresses and blankets stored at Plant - call Bill Myers, 167-227.

Cobb Plant - 80 beds and blankets stored at Peck Street Substation - call John Kison, 142-296.

Karn-Weadock Plant - 250 cots, mattresses, blankets, etc, stored at Saginaw Steam Plant Site - call Karl Newingham, 149-121.

National Guard Armory - Cadillac) Call Northern Region:
National Guard Armory - Cheboygan) E W Beemer, 161-323 (or)
Army Reserve Center - Traverse City) J W Cook, 166-317

B. Secure trailers and arrange for delivery and set up according to site layout, if necessary. See Exhibit H. Conference Center staff and GO maintenance personnel will be available to assist with actual hookups after the trailers are delivered.

To arrange for Company-owned trailers call Mike Halmekangis:

Work - 82166
Home - [REDACTED]

Additional trailers can be leased or purchased from:

- 1. Mobil Facility Engineering
230 West State St
Cassopolis, Michigan

Contact: David Grazescu Work - (616) 445-3838
Home - [REDACTED]

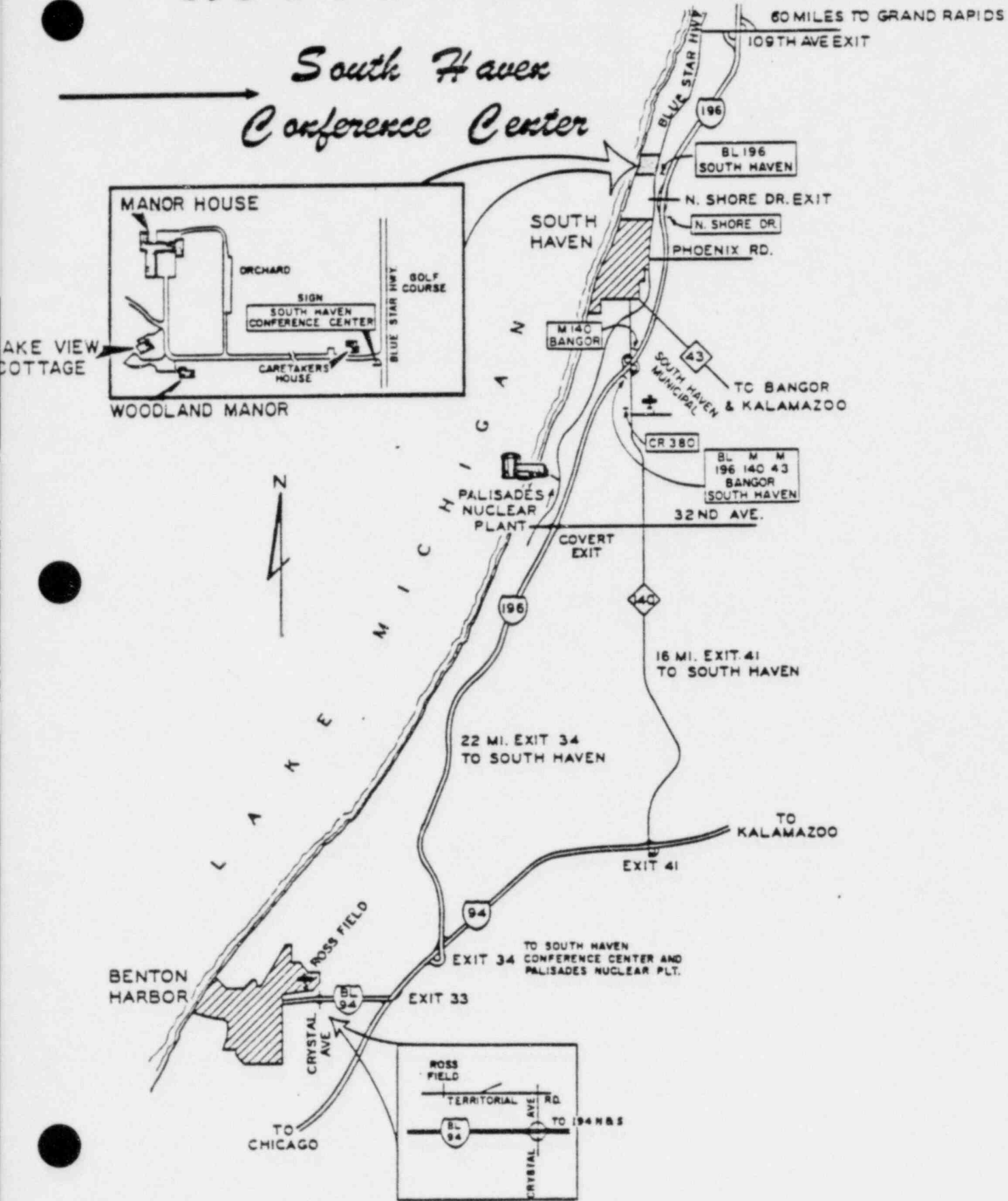
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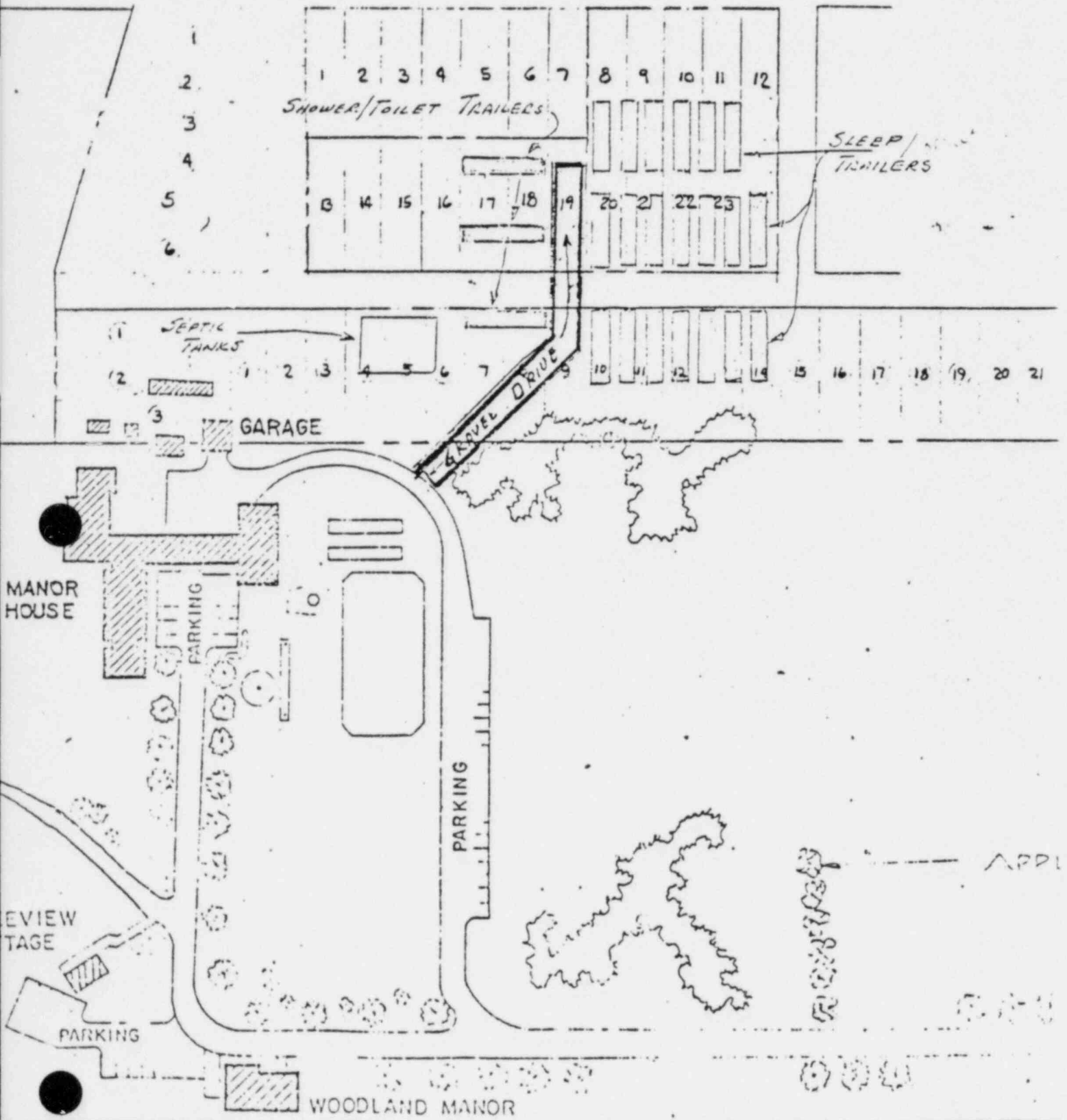
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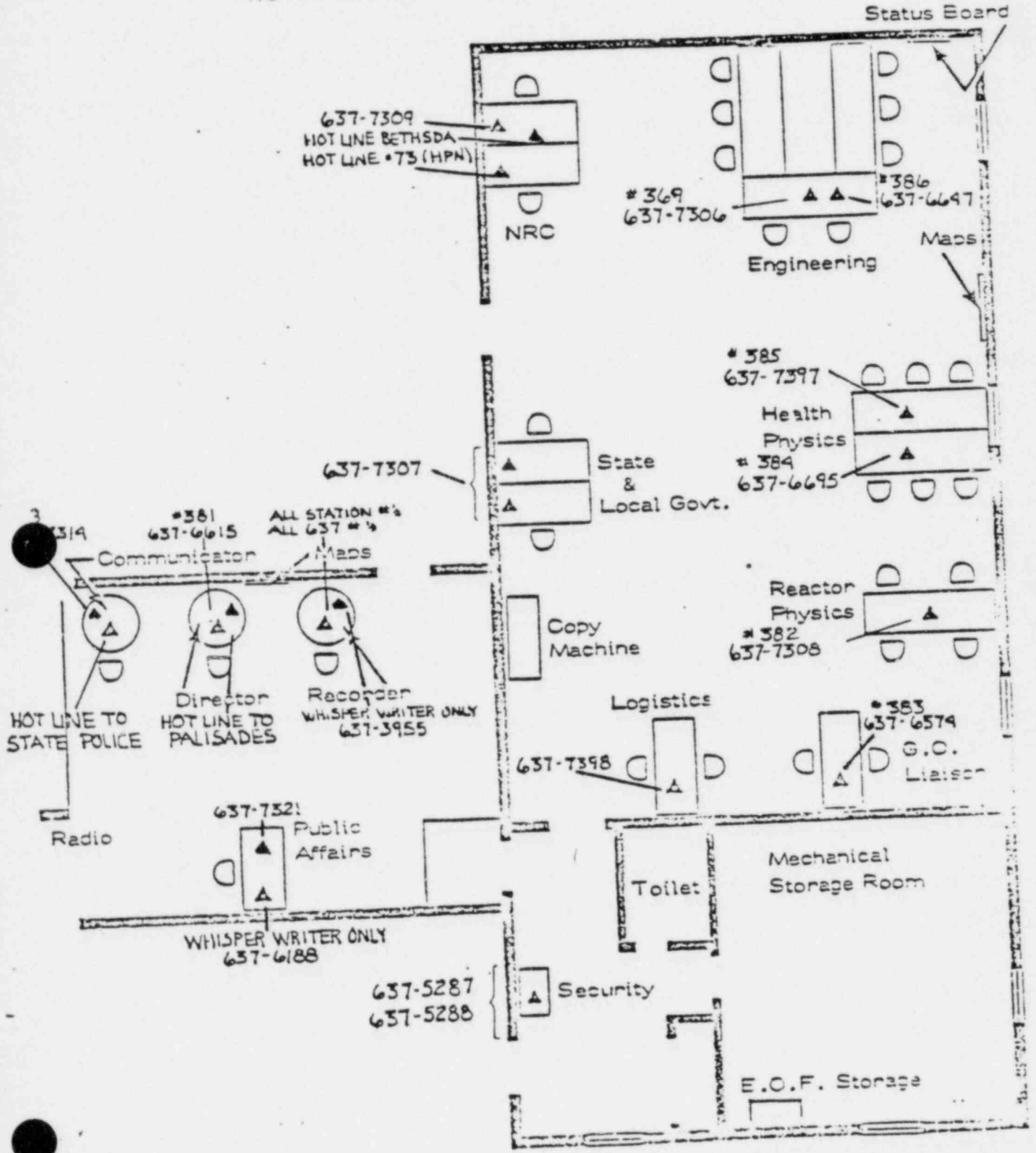
ROUTES OF ACCESS TO

South Haven Conference Center





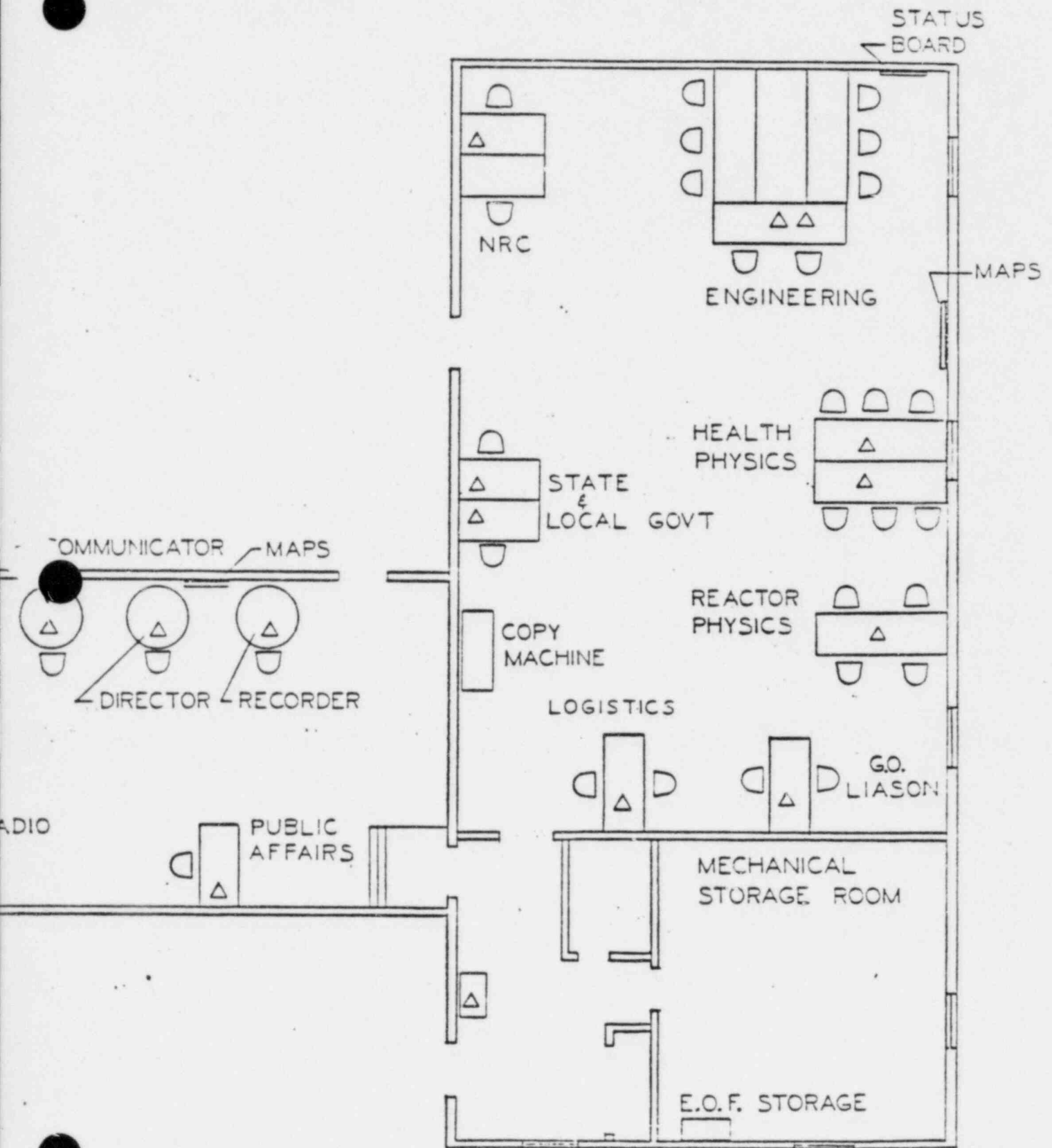
PALISADES OFF-SITE PLANT EMERGENCY OPERATIONS FACILITY
SOUTH HAVEN CONFERENCE CENTER
410 N BLUE STAR HIGHWAY, SOUTH HAVEN



SOUTH HAVEN CONFERENCE CENTER

EXHIBIT F

REV. 1-6-81



NUCLEAR PLANT SITE EMERGENCY
Boyne City Nuclear Emergency Plan

Phase II

In the event of a nuclear emergency at the Big Rock Plant, the Boyne City Service Center will become the Emergency Offsite Facility (EOF) which will include proper communications, housing, food service and any other support services deemed necessary.

The Service Center is located approximately 18 miles southeast of the Big Rock Nuclear Plant. In accordance with Exhibit I, the EOF will occupy the former Sales and Tellers areas which have been reserved for them. Also all the offices on the north side and the crew room will be turned over to EOF for their usage. Parts of other areas in the building such as the loading area and storeroom may be required for instrument repair or other EOF requirements.

The Northern Region Buildings Services will implement the program along with assigned personnel from the Big Rock Nuclear Plant. Housing can be provided for up to 250 people by moving toilet trailers onsite in the north parking lot where utilities have been installed and sleeping can be accomplished at local motels and/or trailers can be located onsite or at the Young State Park two miles north.

I. NOTICE OF IMPLEMENTATION

There are four categories of emergencies at nuclear plants. The following is the action to be taken at the Boyne City Service Center EOF as backup for the Big Rock Plant in order of urgency:

1. General emergency - to be opened within one hour.
2. Site area emergency - to be opened within one hour.
(See Implementation of Site Emergency or General Emergency Status.)
3. Alert - the EOF could be set up at the direction of the VP - Nuclear or the General Office Emergency Control Center Director.
4. Unusual event - no action at the EOF is required.

A. IMPLEMENTATION OF SITE AREA EMERGENCY OR GENERAL EMERGENCY STATUS

As soon as either the Site Emergency or General Emergency Status is attained, the Plant will immediately dispatch Big Rock employees to the Boyne City Service Center. They have keys in the Shift Supervisor's Office.

The Plant will call the Northern Region 24-hour Dispatcher - 166-281 or [REDACTED] and give the following information:

"There is a nuclear emergency at the Big Rock Nuclear Plant and we are opening up the Boyne City Service Center as a working headquarters and

EOF. Please implement Phase II of the Nuclear Plant Site Emergency Plan."

The details for implementation are spelled out in the "Boyne City Nuclear Emergency Plan." This manual is located in the Region Manager's Office. Four additional copies of this "Boyne City Nuclear Emergency Plan" exist in the Northern Region in the following areas:

1. JECook - Traverse City, Room 174
2. RGDahlquist - Cheboygan, Area Manager's Office
3. 24-Hour Radio Room - Traverse City, Room 252
4. Balance Room - Boyne City

Procedure for opening the Boyne City Service Center -

1. The Dispatcher will contact the following individuals in this order until one is reached:

BTKleinert
166-429 (work)
[REDACTED] (home)

JECook
166-317 (work)
[REDACTED] (home)

RERoller
166-323 (work)
[REDACTED] (home)

He should be told "There is a nuclear emergency at the Big Rock Nuclear Plant and the Boyne City Service Center is to be opened as an EOF immediately. Big Rock Plant personnel are already on their way."

At this time the above-mentioned individual will call out the following Buildings Services personnel and direct them to report to the Boyne City Service Center. Then the above individual will go immediately to Boyne City after notifying his immediate supervisor and will assume the role of acting Boyne City Emergency Control Center Director until relieved by Higher Authority.

Vic Jarrett - Traverse City
166-220 (work)
[REDACTED] (home)

John Seenan - Traverse City
166-220 (work)
[REDACTED] (home)

Ed Smith - Cadillac
166-8287 (work)
[REDACTED] (home)

Cecil Nelkie - Tawas
166-383 (work)
[REDACTED] (home)

Charles Hansen - Manistee
166-81-0 (work)
[REDACTED] (home)

2. The Dispatcher will then call the following individuals:

JGGoense, Northern Region General Manager
166-244 (work)
[REDACTED] (home)

He should be told "We have implemented Phase II of the Nuclear Plant Site Emergency Plan and are opening up the Boyne City Service Center."

If Mr Goense cannot be reached, contact one of the following:

RERoller
166-323 (work)
[REDACTED] (home)

or

WBSchroth
166-246 (work)
[REDACTED] (home)

If none of the above are available, please call the Region General Manager's alternate or one of the following staff members until one is reached and give them the message indicated for Mr Goense:

WCallen
82-43 (work)
[REDACTED] (home)

or

JEBlessick
81-50 (work)
[REDACTED] (home)

or

RCGary
274 (work)
[REDACTED] (home)

or
RMJohnson
278 (work)
[REDACTED] (home)

or
JJKeane
341 (work)
[REDACTED] (home)

or
JDHagadorn
207 (work)
[REDACTED] (home)
or

JEWessels
383 (work)
[REDACTED] (home)

B. IMPLEMENTATION OF ALERT STATUS

At the request of the General Office Emergency Control Center Director, the Buildings Staff Coordinator on duty will call the Northern Region 24-hour Dispatcher 166-281 or [REDACTED]. The Dispatcher will be informed that an alert status is in effect at the Big Rock Nuclear Plant and the General Office Emergency Control Center Director has directed that Phase II of the Nuclear Plant Site Emergency Program is to be implemented. Please open the Boyne City Service Center as an EOF.

The details for this program are spelled out in the "Boyne City Nuclear Emergency Plan." This manual is located in the Region Manager's Office. Four additional copies of this "Boyne City Nuclear Emergency Plan" exist in the following areas:

1. JECook - Traverse City, Room 174
2. RGDahlquist - Cheboygan, Area Manager's Office
3. 24-Hour Radio Room - Traverse City, Room 252
4. Balance Room - Boyne City

Any modifications in the plan will come from the General Office Buildings Coordinator.

Upon receipt of the above message, the 24-hour Dispatcher will call the following individuals:

1. The Dispatcher will contact the following individuals in this order until one is reached:

BTKleinert
166-429 (work)
[REDACTED] (home)

JECook
166-317 (work)
[REDACTED] (home)

RERoller
166-323 (work)
[REDACTED] (home)

He should be told "There is a nuclear emergency at the Big Rock Nuclear Plant and the Boyne City Service Center is to be opened as an EOF immediately. Big Rock Plant personnel are already on their way."

At this time the above-mentioned individual will call out the following Buildings Services personnel and direct them to report to the Boyne City Service Center. Then the above individual will go immediately to Boyne City after notifying his immediate supervisor and will assume the role of acting Boyne City Emergency Control Center Director until relieved by Higher Authority.

Vic Jarrett - Traverse City
166-220 (work)
[REDACTED] (home)

John Seenan - Traverse City
166-220 (work)
[REDACTED] (home)

Ed Smith - Cadillac
166-8287 (work)
[REDACTED] (home)

Cecil Nelkie - Tawas
166-383 (work)
[REDACTED] (home)

Charles Hansen - Manistee
166-81-0 (work)
[REDACTED] (home)

2. The Dispatcher will then call the following individuals:

JGGoense, Northern Region General Manager
166-244 (work)
[REDACTED] (home)

He should be told "We have implemented Phase II of the Nuclear Plant Site Emergency Plan and we are opening up the Boyne City Service Center." If Mr Goerse cannot be reached, contact one of the following:

RERoller
166-323 (work)
[REDACTED] (home)

or

WBSchroth
166-246 (work)
[REDACTED] (home)

If none of the above are available, please call the Region General Manager's alternate or one of the following:

WCAllen
82-45 (work)
[REDACTED] (home)

or

JEBlissick
81-50 (work)
[REDACTED] (home)

or

RCGary
274 (work)
[REDACTED] (home)

or

RMJohnson
278 (work)
[REDACTED] (home)

or

JJKeane
341 (work)
[REDACTED] (home)

or

JDHagadorn
207 (work)
[REDACTED] home)

or

JEWessels
383 (work)
[REDACTED] (home)

The following is a checklist of duties that must be accomplished as outlined in A through J below:

1. Provide telephone hookups
 2. Provide tables and chairs
 3. Provide stationery supplies
 4. Provide adequate food services
 5. Provide bus transportation
 6. Provide adequate housing
 7. Provide cots and bedding
 8. Provide adequate mobile radios
- A. The Buildings Utilitymen will provide telephone hookups. Telephones are stored in the Balance Room adjacent to the Cashier's area. These phones are numbered and shall be installed according to attached Exhibit I.b. The Utilitymen will then remain in the immediate area for further assignment.
- B. The Traverse City Buildings Services Department is responsible for setting up available tables, chairs and departmental identification nameplates per Exhibit 1.b. Nameplates are stored in the Balance Room. The remaining tables and chairs will be rented from:

Rentals Unlimited
1201 S Garfield
Traverse City, MI
(616) 947-4501

- C. The Traverse City Administrative Services Department will provide adequate paper, pencils, pens, etc. These can be acquired by contacting:

D J Hunt
156-419 (work)
[REDACTED] (home)

or

Wayne Brock
166-266 (work)
[REDACTED] (home)

A small stationery supply is stored and identified for such purposes in the Balance Room adjacent to the Cashier's area.

- D. The Buildings Services Superintendent and/or Buildings Services Supervisor will be responsible for contacting the following locations for food services:

Kentucky Catering Co
234 W Chisholm St
Alpena, MI
(517) 356-2271 - Contact Mr Ray Aakeubiak

Stafford's Catering Service
Bayview
Petoskey, MI
(616) 347-2771 - Contact Mr Stafford Smith

- E. Due to limited parking facilities, the Buildings Services Superintendent and/or Buildings Supervisor or his designated Representative will provide bus service as required by contacting:

Delta Bus Co
456 E Lake
Petoskey, MI
(616) 347-1722/1-800-572-4333

or

North Star Line Agency
822 Charlevoix Ave
Petoskey, MI
(616) 347-4400

- F. The Buildings Services Superintendent and/or Buildings Services Supervisor will be responsible for providing adequate housing by contacting:

The Boyne City Motel
Boyne City, MI
(616) 582-6701

Mike Halmekangas (for Company-owned trailers)
82166 (work)
[REDACTED] (home)

Leased or purchased trailers may be procured through:

1. Mobile Facility Engineering
230 W State St
Cassopolis, MI

Contact: Mr David Grazescu, President
(616) 445-3838 (work)
[REDACTED] (home)

or

Mr Orville Allison, Vice President and
General Manager
(616) 445-3838 (work)
[REDACTED] (home)

or

2. Mr Stan Bobit
1719 N Eastman Road
Midland, MI
[REDACTED]

These trailers will be placed on site in the parking lot adjacent to the building and will be connected by the on-site Buildings Services Utilitymen using materials stored and identified in the Storeroom.

- G. The Region Buildings Services Department will provide cots and bedding. This may be procured in the following locations:

Palisades Plant - 70 cots with blankets in Benton Harbor. Contact Jim McVay - 192-242.

Morrow Plant - 40 mattresses with bedding stored in Kalamazoo Service Center. Contact Chuck Blumke - 164-320 or Dick Harrison - 164-213.

Campbell Plant - 75 folding beds with mattresses and blankets stored at plant. Contact Bill Myers - 167-227.

Cobb Plant - 80 beds and blankets stored at Peck Street Substation.
Contact Don Turner - 142-258.

Karn-Weadock Plant - 250 cots, mattresses, blankets, etc, stored at
Saginaw Steam Plant site. Contact Karl Newingham - 149-121.

South Haven Conference Center - 39 regular beds, 5 rollaways. (Available
only for South Haven Conference Center.) Contact R E Roller - 166-323 or
J E Cook - 166-317.

Additional sleeping arrangements can be made by contacting:

The National Guard Armory - Cadillac
The National Guard Armory - Cheboygan
The Army Reserve Center - Travers. City

H. Laundry Facilities

The Region Buildings Services Department will arrange for laundry of
sheets and pillowcases on a schedule developed at time of need. Laundry
of personal clothing will be handled by each individual utilizing the
following laundry service contracted by the Company.

Royal Linen
826 W Mitchell
Gaylord, MI
(517) 732-5234 Days
(517) 732-1311 Evenings

I. The Region Administrative Services Department will secure adequate portable radios. These are available in the following manner:

Traverse City - 8 radios
Frequency - 173.3500

General Office - 40 radios
Frequency - 158.205

158.265 (All radios use both frequencies but may be changing
in the near future.)

This can be accomplished by contacting:

B H Cole
166-268 (work)
[REDACTED] (home)

or

Wayne Brock
166-266 (work)
(616) 938-9337 (home)

J. Notes:

Electrical Hookup Detail

Please incorporate the following information into your emergency plan.

The panel Y, which is a 120/240 volt, single phase, 3 wire, 800 amp, that we installed at the Boyne City Service Center to serve power to potential trailers has only one 400 amp, two-pole switch. The intent of this switch was to serve power to the three shower trailers which we have made provisions for in the parking lot. The method for serving these trailers was to run an overhead line from the panel house to the side wall of the service center where we would come down the wall to three 200 amp, two-pole disconnect switches. Then, we would extend service through existing conduits to each individual trailer.

There is space in this panel Y for additional 200 amp, two-pole switches which would be used to serve any sleep trailers that we would locate on this site. I did not provide any of these switches because we can use the switches we have at either the South Haven site or the Bay City site.

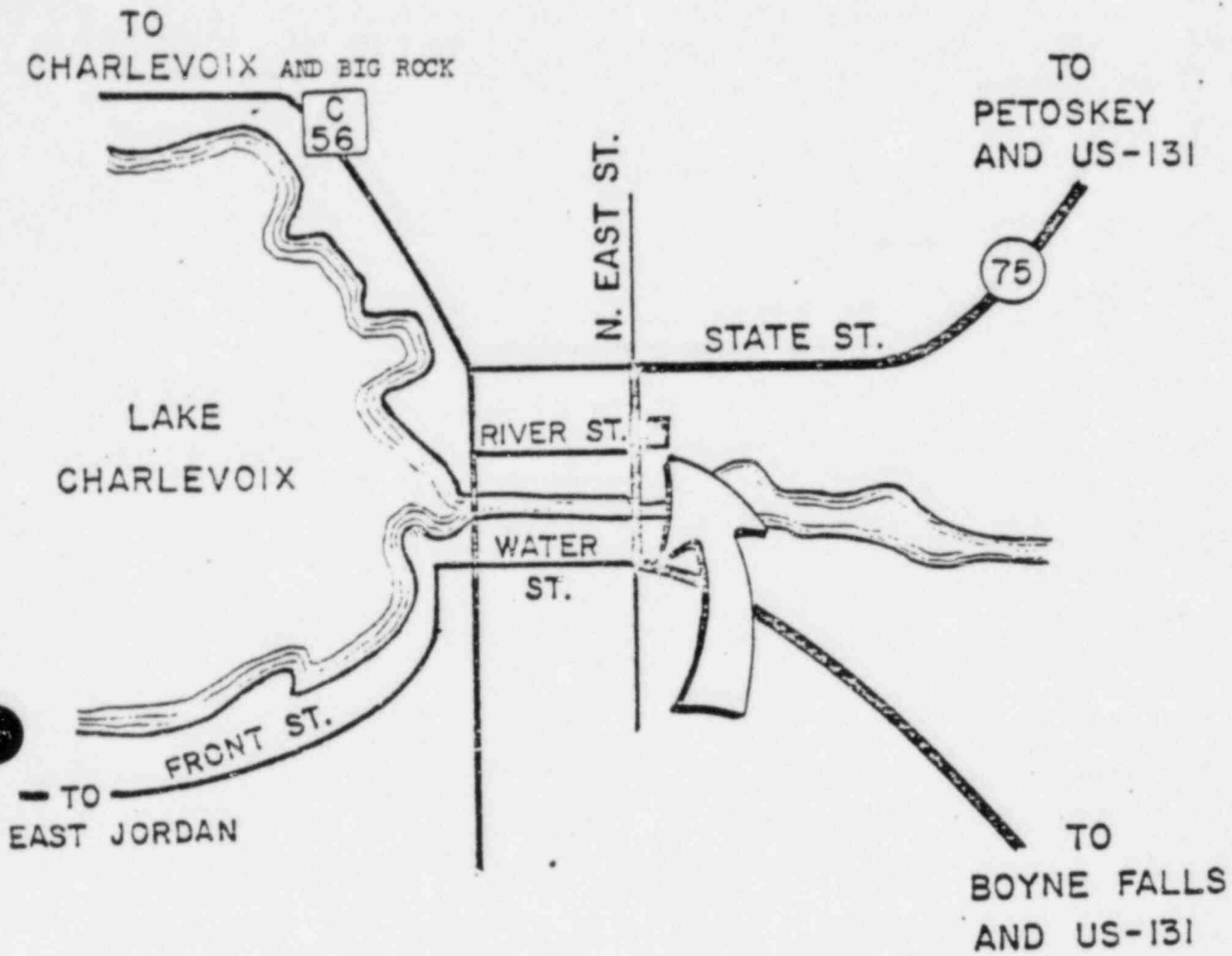
The total amount of electrical equipment required to make this installation is as follows:

- 2 - 400 Amp Dual Element Fuses
- 6 - 200 Amp Dual Element Fuses
- 3 - 200A-2P-SN-NEMA 3R Enclosure Fused Switches
- 800 Ft of 1/C # 4/0 x HHW

The estimated cost of this is about \$2,000. It is not in Company stock but based on timing, we should be able to purchase it from Graybar, General Electric Supply or some other supplier and get it on site as quickly as we can get the trailers.

If you need any additional information, contact R W Koerkel on 81768 at work, and (317) 784-0247 at home.

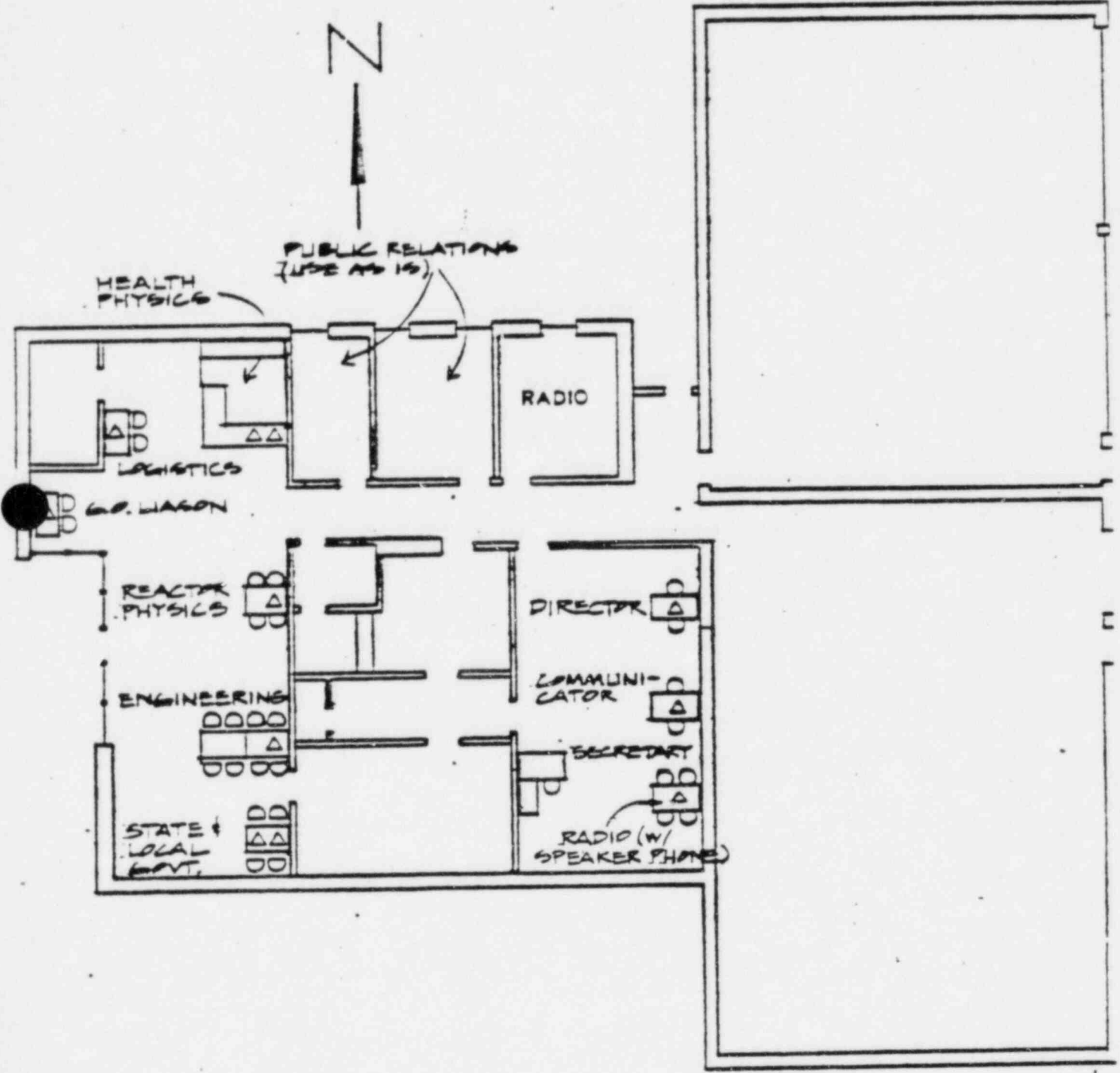
This Nuclear Plant Site Emergency Program will be reviewed quarterly by the Buildings Superintendent. Additions or changes will be made out of the General Office Buildings Coordinator's office upon request and review.



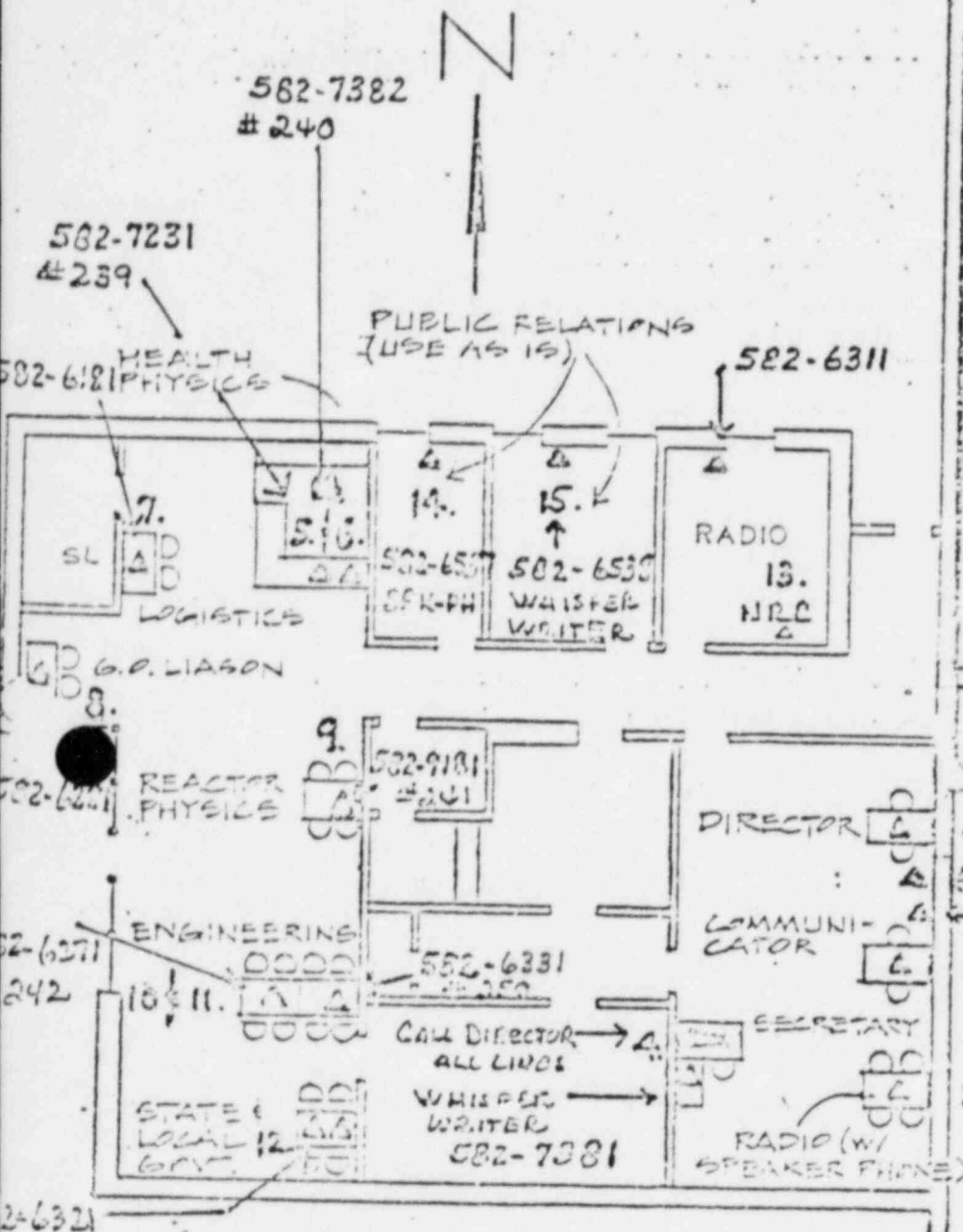
BOYNE CITY S.C

110 N. EAST ST.

BOYNE CITY SERVICE CENTER



BOYNE CITY SERVICE CENTER

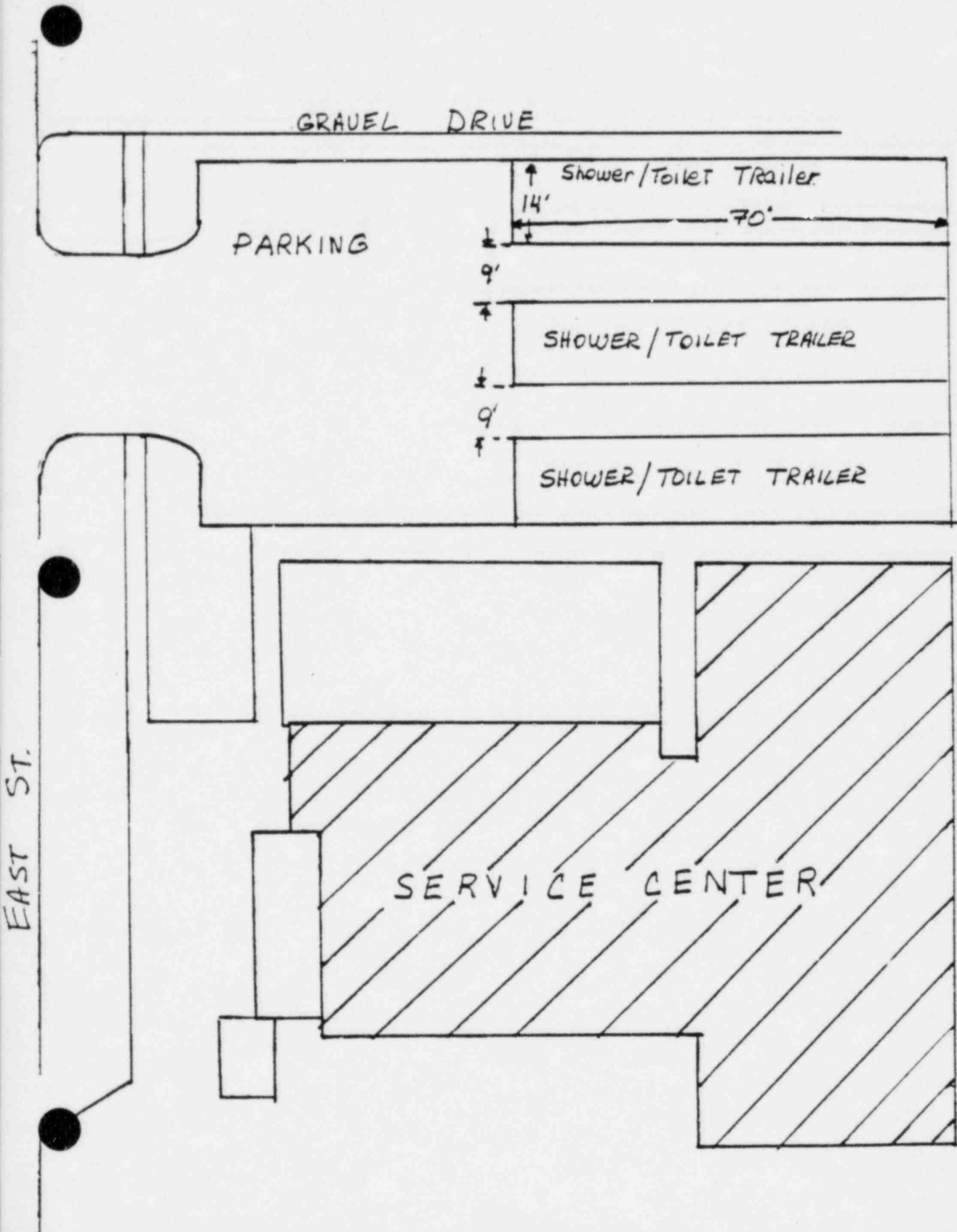


1. 582-7192 AND #243
 2. 582-6151 AND #248
HOT LINE STATE POLICE, PET.
 3. 582-6131 AND #238
HOT LINE BR-TSC
 4. CALL DIRECTOR - ALL LINES
582-7381 WHISPER WRITER ONLY
 5. 582-7231 AND #239
 6. 582-7382 AND #240
 7. 582-6181
 8. 582-6281
 9. 582-9181 AND #241
 10. 582-6271 AND #242
 11. 582-6331 AND #250
 12. 582-6321
 13. 582-6311
-
14. 582-6537
 15. 582-6530 WHISPER WRITER ONLY
-
3. ← 582-6131 AND #238
HOT LINE - Big Rock TSC
 2. ← 582-6151 AND #248
HOT LINE - STATE POLICE, PET.
 1. ← 582-7192 AND #243

NEW EMERGENCY TELEPHONE SERVICE LOCATIONS

Boyer City Service Center

Exhibit I a



NUCLEAR PLANT SITE EMERGENCY

CENTRAL REGION MIDLAND NUCLEAR PLANT
Bay City Service Center

Phase II

During Phase II of a nuclear emergency at the Midland Nuclear Plant, the Region Buildings Services Department will implement the program by setting up a command post including proper communication and housing facilities at the Bay City Service Center at 4141 E Wilder Road, Bay City.

The Service Center is located approximately 18 miles east of Midland (Exhibit J-K). The auditorium complex will provide space for technical support personnel, food service and radio and telephone communication equipment (Exhibit N). The east employees' parking lot will accommodate 20 trailers for sleeping (Exhibit L). Toilet/shower facilities within the Service Center will also be available (Exhibit M). On site, there is also 15,000 gallon gasoline storage capacity. See also Trailer Statistics-Exhibit O.

The Internal Services Superintendent of Bay City or his representative will be assigned to the Service Center to coordinate the requirements of the staff present and to procure the facilities and equipment necessary to effect an efficient operation of the command center.

PROCEDURES FOR NOTIFICATION

- A. The General Office Building Staff Coordinator will call the Central Region 24-Hour Dispatcher on Telephone Number 152-237 (inside) or [REDACTED] (outside). The dispatcher will be informed that an emergency has occurred at the Midland Nuclear Plant and told "Please implement Phase II of the Nuclear Plant Site Emergency Program." The details of this program are in Midland Emergency Plan book under the heading (Nuclear Plant Site Emergency Plan). This manual is located in the Region Manager's office and can be modified only by the General Office Buildings Staff Coordinator.
- B. Upon receipt of the above message the 24-hour dispatcher will call a member in Group I and this individual is to be told "we have implemented Phase II of the Nuclear Plant Site Emergency Plan and the Bay City Service Center is to be opened immediately." The Dispatcher will then call a member of Group II and this member is to be told that an emergency has occurred at the Midland Nuclear Plant and Phase II of the Nuclear Plant Site Emergency Program has been implemented.

GROUP I

The Dispatcher will contact the following individuals in this order until one is reached:

- | | | |
|------------------|---------------|-------------------------|
| 1. G W Thiel | 63-606 (work) | (517) [REDACTED] (home) |
| 2. J L Carpenter | 63-607 (work) | (517) [REDACTED] (home) |
| 3. R H Lash | 63-615 (work) | (517) [REDACTED] (home) |
| 4. R E Hayes | 63-509 (work) | (517) [REDACTED] (home) |
| 5. R E Roby | -208 (work) | (517) [REDACTED] (home) |

This individual is to be told, "We have implemented Phase II of the Nuclear Plant Emergency Plan and the Bay City Service Center is to be opened immediately."

GROUP II

The Dispatcher will then call one of the following until one is reached and tell them that an emergency has occurred at the Midland Nuclear Plant and Phase II of the Nuclear Plant Site Emergency Program has been implemented:

- | | |
|---|---|
| 1. D J MacGregor
152-211 (work)
[REDACTED] (home) | 7. C F Brown
152-200 (work)
[REDACTED] (home) |
| 2. C W Davis
152-204 (work)
[REDACTED] (home) | 8. R A DeNooyer
152-65-701 (work)
[REDACTED] (home) |
| 3. P E Paul
152-202 (work)
[REDACTED] (home) | 9. J A Albertson
153-500 (work)
[REDACTED] (home) |
| 4. H M Bush
152-347 (work)
[REDACTED] (home) | 10. C W Miller
152-62-211 (work)
[REDACTED] (home) |
| 5. S L Irish
152-206 (work)
[REDACTED] (home) | 11. Weekend On-Call Management
Supervisor |
| 6. R C West
152-276 (work)
[REDACTED] (home) | 12. During week, any On-Call
Supervisor |

PROCEDURE FOR OPENING THE BAY CITY SERVICE CENTER

The person contacted in Group I will call R E Roby and then call out the following Buildings Services personnel and direct them to report to the Bay City Service Center. He will report to the Service Center and assume the roll of acting Bay City Emergency Control Center Director until Robert Roby arrives:

1. Harley A Jaynes 63-604 (work) (517) [REDACTED] (home)
2. Harold Butterfield 63-604 (work) (517) [REDACTED] (home)
3. Roy O Bartels 7-448 (work) (517) [REDACTED] (home)
4. Don Donaldson 7-448 (work) (517) [REDACTED] (home)
5. John Maul 7-448 (work) (517) [REDACTED] (home)

The following is a checklist of duties that must be accomplished as outlined in A through I below:

- A. Telephone Hookup - Buildings Services personnel will provide telephone hookup per Exhibit N. Each telephone is numbered which matches the telephone receptacle it is to be connected into. The telephones are stored in the auditorium stage area in a cabinet so labeled. Exhibits N and L will also be stored in this same location and cabinet.
- B. Provide Table and Chairs - The Buildings Services personnel will set up the required tables, chairs and desks per Exhibit N. Place department names on the table.
- C. Provide Stationery Supplies - The Central Region Administrative Services Department will provide adequate paper, pencils and pens upon contacting:

1. Barbara J Zacharias 152-380 (work) (517) [REDACTED] (home)
2. Theresa E Markva 152-375 (work) (517) [REDACTED] (home)
3. William C Daley 152-449 (work) (517) [REDACTED] (home)

A small stationery supply is on hand in Bay City in the District Management area.

- D. Provide Adequate Food Service - The Internal Services Superintendent or Buildings Services Supervisor will be responsible for contacting the following locations for food service:

Kentucky Fried Chicken	702 Salzburg, Bay City, MI	(517) 893-4504
Jack Revette's Catering	516 Lafayette, Bay City, MI	(517) 892-0111
Linden-Hof Supper Club	201 N Euclid, Bay City, MI	(517) 686-2209
Kellett's Catering	3330 Bay Road, Saginaw, MI	(517) 793-5458
Dietrich Catering	9193 Saginaw Street, Reese, MI	(517) 868-4810

- E. Provide Bus Transportation - Internal Services Superintendent or his designated representative will be responsible for and provide bus service as required by contacting:

Mercury Bus Company	3863 E Wilder Road, Bay City, MI	(517) 684-7780
Delta Bus Company	306 Stoker, Saginaw, MI	(517) 753-3474
Indian Trail Bus Lines	Owosso, MI	1-800-292-3831

- F. Provide Housing - Internal Services Department or his designated representatives will be responsible for and provide housing by contacting local motels and by leasing or purchasing trailers through:

Mobile Facility Engineering, 230 W State St, Cassopolis, MI
Contact: Mr David Grazescu, President (616) 445-3838 (work)
[REDACTED] (home)

or

Mr Orville Allison, Vice Pres and (616) 445-3838 (work)
General Manager [REDACTED] (home)

or

Mr Stan Bobit, 1719 N Eastman Road, Midland, MI [REDACTED]

Company-owned trailers contact:

Mike Halmekangas 8-2166 (work)
[REDACTED] (home)

These trailers will be placed on site in the east employee parking lot per Exhibit L. Buildings Services and Energy Distribution personnel will connect the trailers to available electric facilities on site. Material needed is available in the Bay City or Saginaw Storeroom.

- G. Provide Cots and Bedding - The Buildings Services Department will provide cots and bedding which is available at the following locations:

Karn-Weadock Plant, 250 cots, mattresses, blankets, etc, stored at Saginaw Steam Plant Site

Contact: Karl D Newingham 8-149-121 (work)
(517) [REDACTED] (home)

Cobb Plant, 80 beds and blankets stored at Peck Street Substation

Contact: Donald X Turner 8-142-258

Campbell Plant, 75 folding cots with mattresses stored at plant

Contact: William Myers 8-167-227

- H. Laundry Facilities - The Buildings Services Department will arrange laundry of sheets and pillow cases on a schedule determined at the time of need. Personal laundry of clothing will be handled by each individual through one of the following local vendors who will be contacted to arrange charging the costs to the Company:

Hudson Laundry & Dry Cleaners, Inc
900 Third Street, Bay City, MI (517) 894-4944

One Hour Martinizing
300 S Euclid, Bay City, MI (517) 686-5180

Coinette Laundry & Dry Cleaning
3772 E Wilder Road, Bay City, MI (517) 686-5110

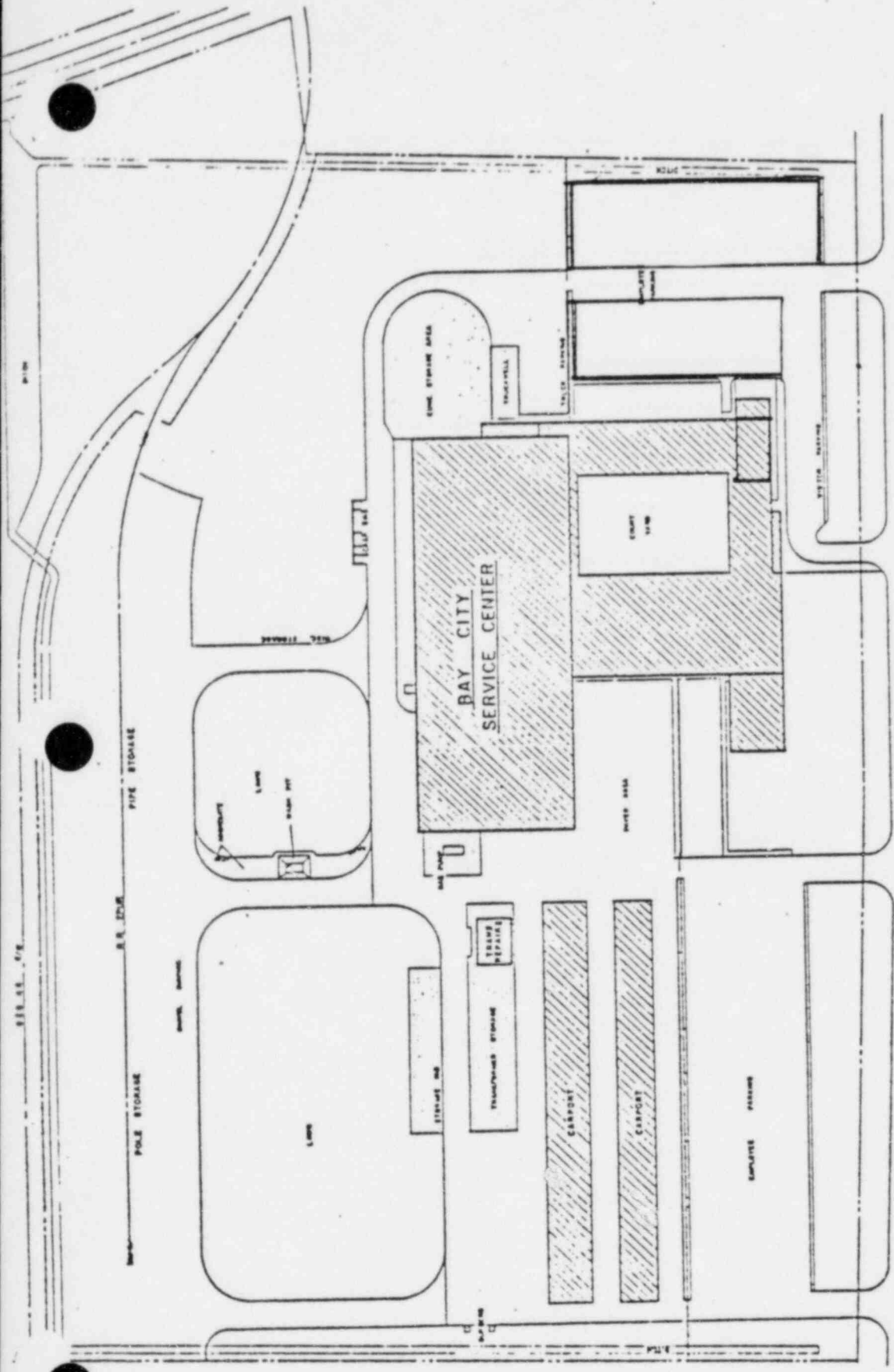
- I. Provide Mobile Radios - The Region Administrative Services Department will secure adequate portable radios. Contact the following personnel:

Barbara J Zacharias	152-380 (work)	(517) [REDACTED]	(home)
Theresa E Markva	152-375 (work)	(517) [REDACTED]	(home)
William C Daley	152-449 (work)	(517) [REDACTED]	(home)

Three portable radios are available at Bay City with Frequencies 48.48 and 48.12.

Forty portable radios are available at the General Office with Frequencies 158.205 and 158.265.

Five mobile radios are available from the Saginaw Buildings Department, with frequency 158.205.



SITE PLAN

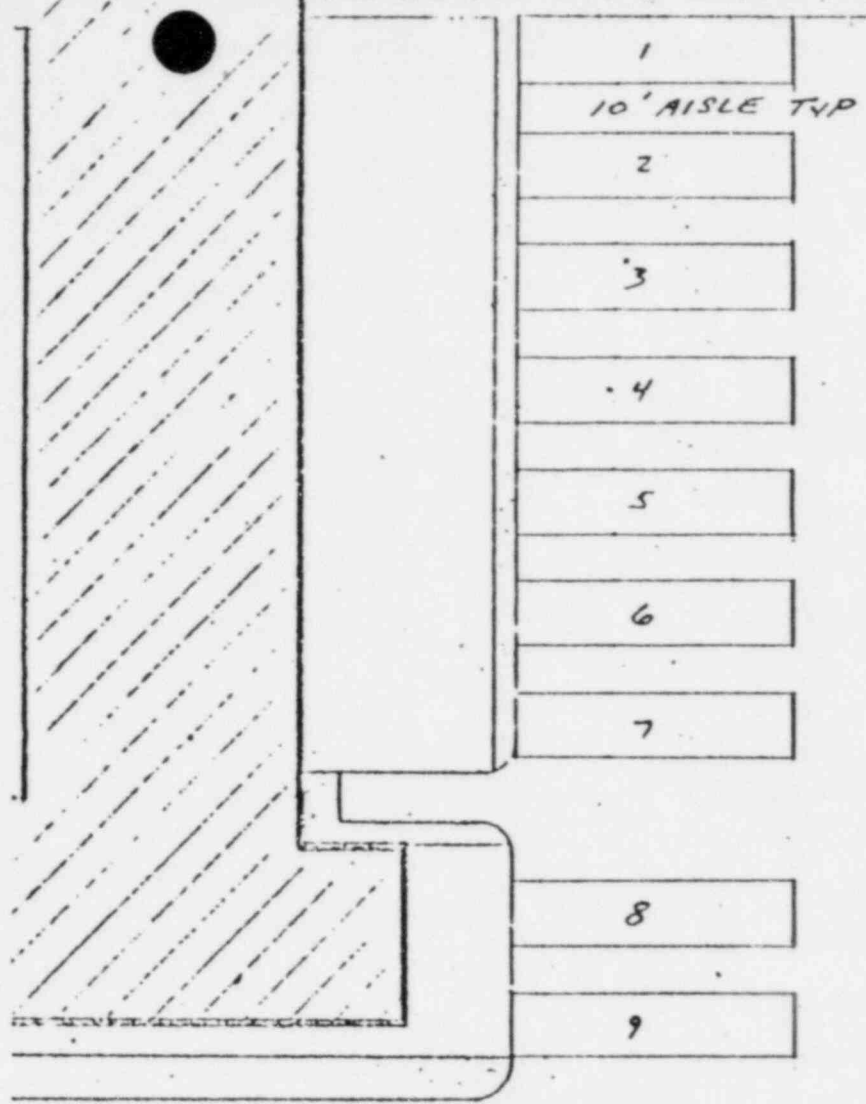
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FOR RECORD 110

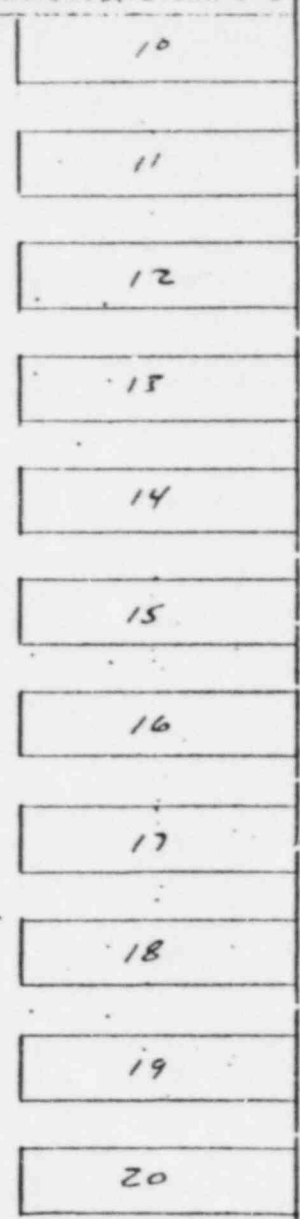
A

4

TRUCK PARKING



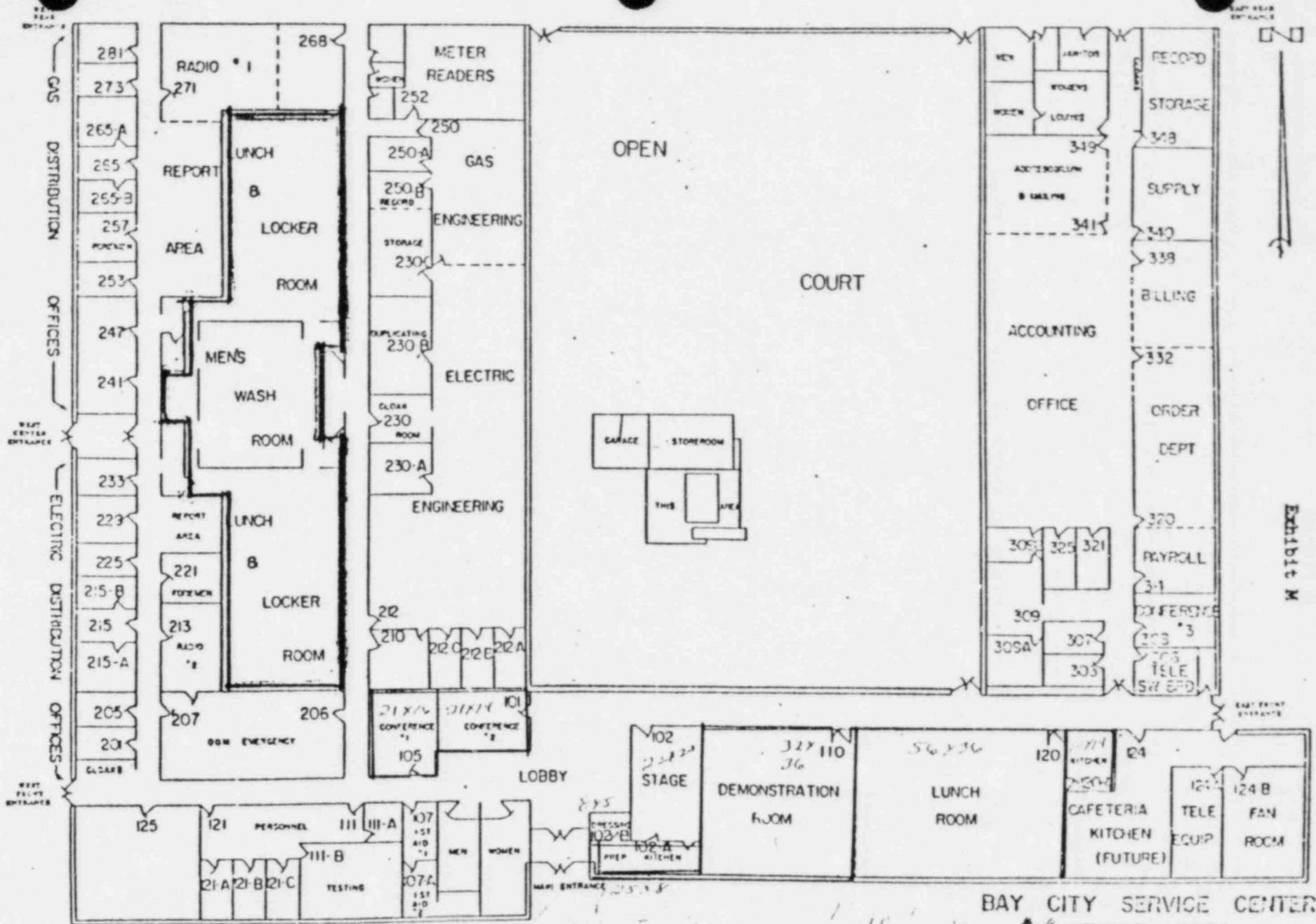
EMPLOYEE PARKING



DITCH

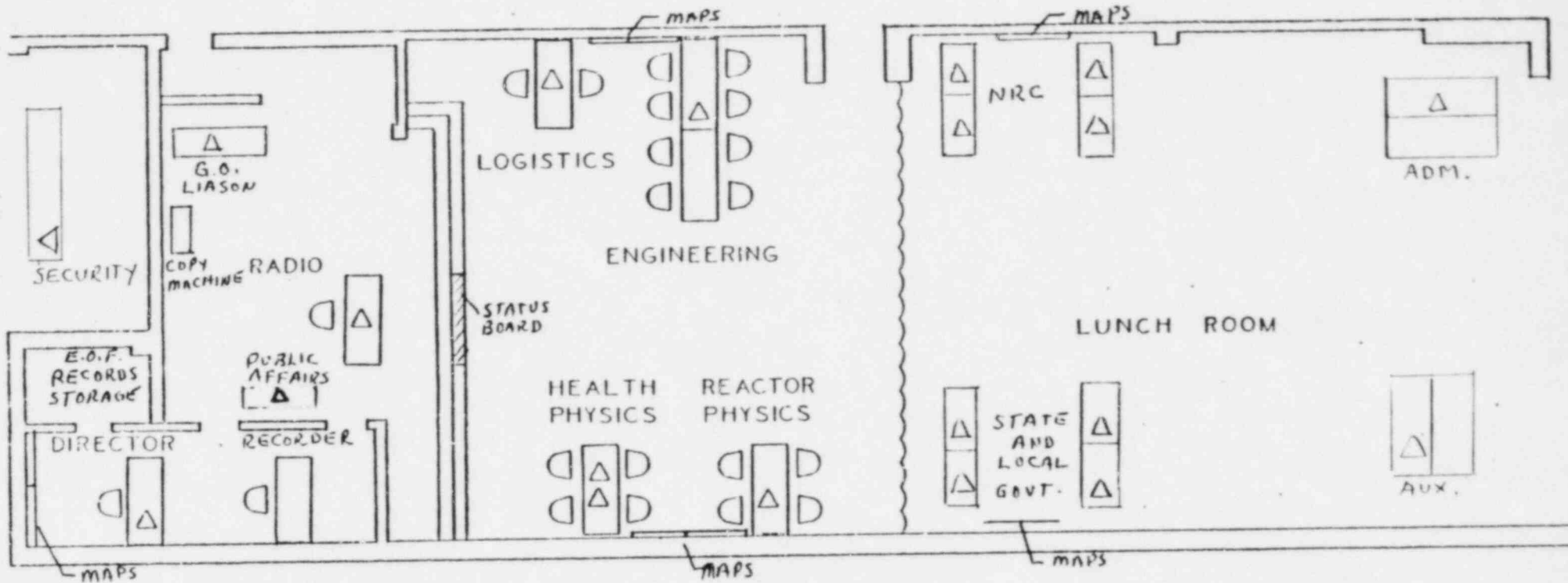
R PARKING

SCALE 1" = 40'-0"



BAY CITY SERVICE CENTER
OFFICE AREA
1971

Exhibit M



BAY CITY SERVICE CENTER
 EMERGENCY OPERATING FACILITY
 FOR
 MIDLAND

