

TRANSMITTAL NO: 13019

MANUAL SET/CONTROLLED NO: \_\_\_\_\_

S.D. EBNETER  
VIA MEHDI SHEIBANI  
VOGTLE/SITE  
MANUAL SET 6  
NRC DOCUMENT CONTROL

TRANSMITTAL

- of -

DATE: 12/5/91


TO:

Document Number	Rev	Qty	Description
91202-C	7	1	Replace

## INSTRUCTIONS

1. Verify documents received agree with above description.
2. Incorporate the transmitted documents into your files.
3. Documents or portions thereof presently in your possession which are superseded by the documents hereby transmitted MUST be clearly stamped or marked "VOID" or "FOR INFORMATION ONLY", or destroyed.
4. Sign and date the attached Transmittal Receipt Acknowledgement Card and return it to Document Control.

NUCLEAR PLANT VOGTLE  
GEORGIA POWER COMPANY  
P.O. BOX 1600  
WAYNESBORO, GA. 30830  
Attn: DOCUMENT CONTROL SUPERVISOR

Approval <i>W. H. Shigman</i>	Vogtle Electric Generating Plant NUCLEAR OPERATIONS	 Georgia Power	Procedure No. 91202-C
Date 12/4/91	Unit COMMON		Revision No. 7
			Page No. 1 of 14

MANUAL SET  
No. 6

## ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER

### 1.0 PURPOSE

The purpose of this procedure is to provide instructions for the activation and operation of the Operations Support Center (OSC).

### 2.0 RESPONSIBILITIES

- 2.1 The first knowledgeable person from the Emergency Response Organization (ERO) arriving at the OSC shall be responsible for initiating preparations to physically activate the OSC.
- 2.2 The OSC Manager shall be responsible for declaring the OSC operational and coordinating Radiological Emergency Team (RET) formation and dispatch.
- 2.3 The OSC Status Loop Communicator shall be responsible for supporting the OSC Manager with communications between the OSC and other Emergency Response Facilities and RET's.
- 2.4 I&C Technicians, Electricians, Mechanics, Chemistry Technicians, Health Physics Technicians, oncoming shift personnel and off-shift operators shall be responsible for assisting in determining repair/damage control alternatives, corrective actions and serving as members of RET's.
- 2.5 The TSC Manager shall be responsible for ordering evacuation of the OSC based upon recommendations from the OSC Manager and Health Physics Supervisor.

### 3.0 PREREQUISITES

- 3.1 An Alert, Site Area Emergency or General Emergency has been declared or the Emergency Director (ED) has ordered activation of the OSC.
- 3.2 For a Notification of Unusual Event, the ED may order partial activation of the OSC to provide manpower resources for assignment to RET's.

PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO 2 of 14
-----------------------	---------	---------------	--------------------

#### 4.0 PRECAUTIONS

If the OSC habitability criteria described in Figure 2 of this procedure are exceeded, the TSC Manager should consider evacuation of the OSC and to reassemble at the TSC.

#### 5.0 PROCEDURE

##### 5.1 ACTIVATION

5.1.1 The ED shall order activation of the OSC, which is located on the second floor of the Maintenance Building, and notifications of appropriate OSC staff will be made per Procedure 91002-C, "Emergency Notifications". The OSC will be operational (capable of being activated) within about an hour of initial notification.

5.1.1.1 To declare the facility activated (as a minimum) the OSC staff must be present to perform the following functions:

- o OSC Management (OSC Manager)
- o Radiation protection/First Aid (HP Technicians - 2)
- o Offsite surveys (Chemistry Technicians/Radwaste Operators - 8)
- o Electrical Maintenance (Electricians - 2)
- o Mechanical Maintenance (Mechanics - 2)
- o Instrument & Control maintenance (I&C Technicians - 2)

5.1.2 The following personnel who are members of the RET's, shall report to the OSC, obtain dosimetry and emergency identification badges, sign in on the "Emergency Response Facility Roster", Data Sheet 1, or similar form, set up work stations inclusive of status boards, and follow the directions of the OSC Manager:

5.1.2.1 Maintenance Supervisor not assigned to the TSC.

5.1.2.2 Electrical Foreman

5.1.2.3 Mechanical Foreman

5.1.2.4 I&C Foreman

5.1.2.5 Engineers

5.1.2.6 I&C Technicians

5.1.2.7 Mechanics

5.1.2.8 Electricians

5.1.2.9 Chemistry and Health Physics Technicians not assigned to TSC or control point.

PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO. 3 of 14
-----------------------	---------	---------------	---------------------

5.1.2.10 Other Operators

5.1.2.11 Other Personnel

5.1.2.12 OSC Status Loop Communicator(s)

5.1.3 Alternates reporting to the OSC shall:

5.1.3.1 Obtain dosimetry and emergency identification badges.

5.1.3.2 Sign in on the Personnel Roster.

5.1.3.3 Assume their emergency position if the designated primary has not yet arrived.

5.1.3.4 Standby for second shift duty or other assignment in accordance with directions from the OSC Manager.

5.1.4 The OSC Manager shall report OSC readiness per the OSC Manager Checklist, Procedure 91'04-C, "Duties Of The OSC Manager".

## 5.2 FUNCTIONS AND OPERATIONS

5.2.1 After activation, the following functions shall be performed at the OSC according to the organization shown in Figure 1:

5.2.1.1 Serve as the assembly and staging area for personnel pooled for emergency response.

5.2.1.2 Respond to requests from the ED and TSC concerning deployment of RET's.

5.2.1.3 Management of emergency equipment and supplies.

5.2.1.4 Coordination of movement of personnel in the plant and onsite, except for those assigned to the TSC and Control Room.

5.2.2 The OSC Manager shall coordinate the activities of the Search and Rescue, First Aid, Damage Assessment, Damage Control, and Repair and Modification Teams. This shall include ensuring that teams are properly briefed and equipped prior to dispatch and debriefed upon return to the OSC. He shall maintain a communications log book and ensure that important information obtained by these teams is disseminated to the TSC and Control Room, as appropriate.

5.2.3 The OSC Manager shall issue vehicle and fuel pump keys to the offsite survey teams.

5.2.4 The OSC Status Loop Communicator(s) shall report directly to the OSC Manager and maintain communications logs and status boards.

PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO. 4 of 14
-----------------------	---------	---------------	---------------------

5.2.5 The OSC support staff personnel shall conduct personnel accountability of OSC Staff, under the direction of the OSC Manager, per Procedure 91401-C, "Assembly And Accountability".

5.2.6 Technicians, Off-shift Operators and oncoming shift personnel shall assist the OSC Manager and serve as members of emergency teams. Team members shall be qualified as RET members. Each team shall include at least one health physics technician if radiological conditions warrant. The composition of teams, reporting requirements and appropriate procedures/checklists are as follows:

5.2.6.1 Search and Rescue Team

a. Designees and Qualifications:

At least two members that are First Aid-trained, ONE being a Health Physics Technician if radiological conditions exist. Team formed by OSC Manager.

b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports to the OSC Manager directly, or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone, or page.

c. Procedure/Checklist:

Procedure 91402-C, "Search and Rescue".

Procedure 91306-C, "Contamination Monitoring And Decontamination"

5.2.6.2 First Aid Team

a. Designees and Qualifications:

At least two members, who are First Aid-trained, ONE being a Health Physics Technician if the injured person is potentially contaminated.

b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports to the OSC Manager directly or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone or page.



PROCEDURE NO VEGP	91202-C	REVISION 7	PAGE NO 5 of 14
<p>c. Procedures/Checklists:</p> <p>Procedure 91306-C, "Contamination Monitoring and Decontamination". Procedure 91307-C, "Contaminated Injury".</p>			
<p>5.2.6.3 Damage Assessment/Control Team</p>			
<p>a. Designees and Qualifications:</p> <p>At least two appropriately qualified OSC personnel. Formed by OSC Manager.</p>			
<p>b. Reporting Requirements:</p> <p>Team Leader (designated by OSC Manager) reports to OSC Manager directly or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone or page.</p>			
<p>c. Procedure/Checklist:</p> <p>Procedure 91308-C, "Re-Entry", if recovery phase of a radiological emergency is initiated.</p> <p>Procedure 91306-C, "Contamination Monitoring and Decontamination", if Health Physics Technician accompanies team.</p>			
<p>5.2.6.4 Repair and Modification Team</p>			
<p>a. Designees and Qualifications:</p> <p>At least two appropriately qualified OSC personnel. Formed by OSC Manager.</p>			
<p>b. Reporting Requirements:</p> <p>Team Leader (designated by OSC Manager) reports to OSC Manager directly or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone or page.</p>			
<p>c. Procedures/Checklists:</p> <p>Procedure 91308-C, "Re-Entry", if recovery phase of a radiological emergency is initiated.</p> <p>Procedures 91306-C, "Contamination Monitoring and Decontamination", if Health Physics Technician accompanies team.</p>			

PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO. 6 of 14
-----------------------	---------	---------------	---------------------

#### 5.2.6.5 In-Plant Monitoring Team

##### a. Designees and Qualifications:

At least two members, with at least one being a Health Physics Technician. Formed by OSC Manager.

##### b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports at least every one-half hour to Health Physics Supervisor or via Survey Team Communicator in the TSC by hand-held radio, plant telephone or page.

##### c. Procedure/Checklist:

Procedure 91302-C, "In-Plant Sampling and Surveys".

Procedure 91308-C, "Re-Entry", if recovery phase of a radiological emergency is initiated.

#### 5.2.6.6 Back-Up Fire Brigade

##### a. Designees and Qualifications:

Assigned Fire Brigade personnel. Formed by OSC Manager.

##### b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports to Fire Brigade Captain and OSC Manager when assigned task is completed.

##### c. Procedure/Checklist:

Procedure 91000-C, "Fire Protection Program"

#### 5.2.6.7 Field Monitoring Team

##### a. Designer and Qualifications:

Assigned Field Monitoring Team (FMT) personnel. At least one member who is Field Monitor Team trained. (The driver does not need to be FMT trained, however, it is preferred that two FMT trained personnel be assigned).

PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO. 7 of 14
-----------------------	---------	---------------	---------------------

b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports at least every one-half hour to the Dose Assessment Manager (or HP Supervisor if the EOF is not activated) via the Field Monitoring Team Communicator in TSC or EOF by mobile and/or hand held radio.

c. Procedures/Checklist

Procedure 91303-C, "Field Sampling and Surveys".

Procedure 91306-C, "Contamination Monitoring and Decontamination".

- 5.2.7 Prior to activation of the OSC, the ED may dispatch Emergency Teams from assigned shift personnel. In this case, teams will be formed by and report to the ED, or his designee.

NOTES

- a. Communications links available in the OSC are described in Procedure 91204-C, "Emergency Response Communications".
- b. Emergency equipment and supplies stored at or near the OSC are detailed in Procedure 91702-C, "Emergency Equipment and Supplies".

- 5.2.8 The OSC Manager will make provisions for a shift change within 12 to 16 hours of the initiation of the current shift.

5.3 OSC EVACUATION

- 5.3.1 The TSC Manager in consultation with the ED may order evacuation of the OSC if the habitability criteria (See Figure 2) has been exceeded. He shall instruct the OSC Manager to relocate staff, equipment and supplies to the TSC or EOF, as appropriate.

- 5.3.2 The OSC Manager shall determine the reassembly points for the OSC staff and direct the evacuation. Personnel who may be called on for immediate support will be relocated to the TSC.

- 5.3.3 The OSC Manager shall contact all RETs performing in-plant activities and inform them of OSC evacuation, interim communications methods and reassembly locations.



PROCEDURE NO VEGP	91202-C	REVISION 7	PAGE NO 8 of 14
----------------------	---------	---------------	--------------------

5.3.4 The OSC Manager shall keep the TSC Manager apprised of all phases of the evacuation and shall report completion of relocation.

## 6.0 REFERENCES

6.1 VEGP Emergency Plan

## 6.2 PROCEDURES

6.2.1 91002-C, "Emergency Notifications"

6.2.2 91104-C, "Duties Of The OSC Manager"

6.2.3 91204-C, "Emergency Response Communications"

6.2.4 91302-C, "In-Plant Sampling And Surveys"

6.2.5 91303-C, "Field Sampling And Surveys"

6.2.6 91306-C, "Contamination Monitoring And Decontamination"

6.2.7 91307-C, "Contaminated Injury"

6.2.8 91308-C, "Re-Entry"

6.2.9 91401-C, "Assembly And Accountability"

6.2.10 91402-C, "Search And Rescue"

6.2.11 91702-C, "Emergency Equipment And Supplies"

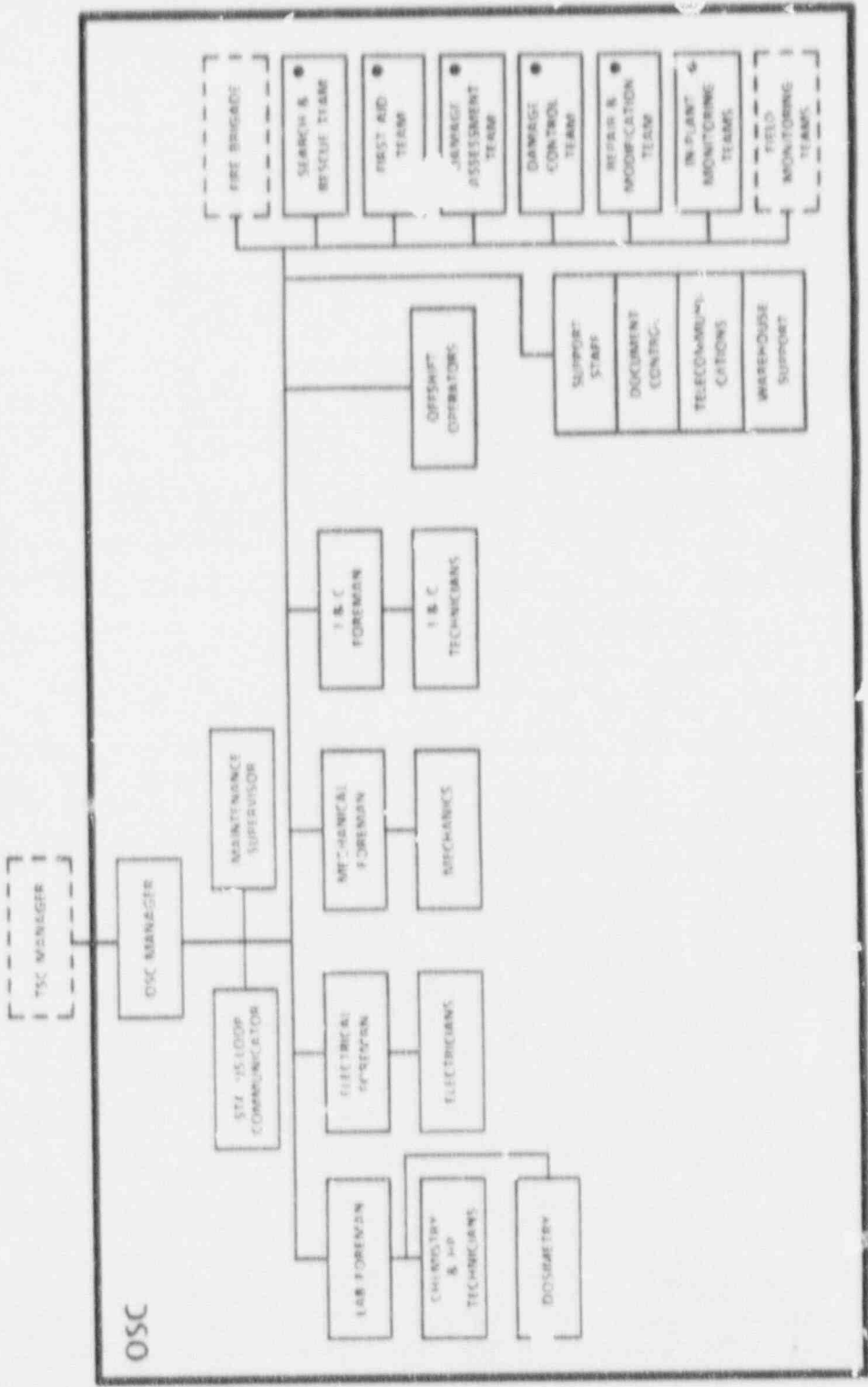
6.2.12 92000-C, "Fire Protection Program"

6.3 NUREG-0654, FEMA-REP-1, Rev 1, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"

6.4 NUREG-0696, "Functional Criteria for Emergency Response Facilities"

END OF PROCEDURE TEXT

# OSC ORGANIZATION CHART



——— REPORTING RESPONSIBILITY  
 □ COORDINATION INFORMATION  
 - - - - - INDICATES LOCATION OUTSIDE FACILITY  
 • FORMED BY OSC MANAGER WHEN NEEDED

FIGURE 1

PROCEDURE NO VECP	91202-C	REVISION 7	PAGE NO 10 of 14
----------------------	---------	---------------	---------------------

### OSC HABITABILITY CRITERIA

The following limits should be considered upper limit habitability criteria.

1. Whole Body Dose Rate - 100 mrem/hr
2. Iodine Activity -  $2.7E-7 \text{ } ^{131}\text{I}/\text{cc}$

FIGURE 2

Sheet 1 of 1

## DATA SHEET 1

EMERGENCY RESPONSE FACILITY ROSTER

Facility \_\_\_\_\_

(FOR RECALLED  
PERSONNEL ONLY)

Badge  
Number  
(NO, SD, SG)

Name \_\_\_\_\_

Time (Eastern)	
IN	OUT

Have you consumed  
any alcohol in the  
past 5 hours?

NO

YES

PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO. 12 of 14
-----------------------	---------	---------------	----------------------

Sheet 1 of 1

## OSC ACTIVATION CHECKLIST

### RESPONSIBILITY:

Prepare the OSC physically for use by the VEGP Emergency Response Organization.

### INITIAL ACTIONS

1. Badge in on the OSC ACAT.
2. Review the OSC Floor Plan per layout posted in OSC.
3. Sign in on the Personnel Roster and answer Fitness For Duty (FFD) question. (FFD question for recalled personnel only).
4. Remove emergency response materials and equipment from storage areas and arrange physical facilities per layout posted in OSC.
5. Remove telephones, emergency identification badges, status boards, copies of procedures, checklists, maps and other equipment/supplies from the OSC Emergency Kit and prepare the OSC for activation.
6. Check operability of telephones by lifting receiver and listening for a dial tone.
7. Perform radio check of hand held radios (Channels 1, 2, 3, 4 and 5).
8. Report readiness to the OSC Manager.
9. If the OSC Manager has not arrived, begin completing OSC Manager Checklist in Procedure 91104-C, "Duties Of The OSC Manager".
10. Establish your work station and await instructions from the OSC Manager or TSC Manager.

LAB FOREMAN CHECKLISTPOSITION FILLED BY: HP ForemanINITIAL ACTIONS

1. Report to the OSC.
2. Sign-in on Personnel Roster and badge in on OSC ACAT.
3. Obtain work packets.
4. Obtain briefings from OSC Manager, senior on-shift Health Physics Technician and HP Supervisor (from TSC) on status of plant and any releases.
5. Advise OSC Manager when ready for operation and begin maintaining appropriate logs and checklists.
6. Establish an unmanned personnel monitoring station at the entrance to the OSC.
7. Periodically monitor conditions in accordance with the Habitability Checklist on the following sheet.

SUBSEQUENT ACTIONS

1. Assign Health Physics Technicians to Radiological Emergency Teams (RET's) if radiological conditions warrant or are unknown in areas where teams will be working. (i.e., Plant Entry Security Building, Secondary Alarm Station, Supervisor Nuclear Security office).

## NOTE

Do not use a designated emergency response field monitoring vehicle for transportation to the relocation center.

2. Assign Health Physics personnel to report with the Evacuation Leader (Security Officer) to the offsite relocation center at an ALERT to set up for decontamination, should a Site Evacuation be ordered.



PROCEDURE NO. VEGP	91202-C	REVISION 7	PAGE NO. 14 of 14
-----------------------	---------	---------------	----------------------

Sheet 2 of 2

### LAB FOREMAN CHECKLIST

#### SUBSEQUENT ACTIONS CONTINUED

#### OFFSITE PERSONNEL MONITORING AND DECONTAMINATION (SITE EVACUATION)

1. Upon instruction from the HP Supervisor, dispatch available HP Foreman or Health Physics personnel to the Plant Entry and Security Building Exit to monitor personnel as they evacuate the protected area. Exiting personnel should be frisked for contamination if they alarm the high sensitivity portal monitors.
2. If exiting personnel are found to be contaminated, have any contaminated clothing removed and provide temporary coveralls and shoe covers. Direct individuals to the offsite relocation center for decontamination.
3. When required, request permission from the TSC to dispatch additional monitoring teams to the assigned relocation area.
4. Remain in contact with the offsite relocation center to review the progress of offsite monitoring and decontamination activities.

#### OSC RADIOLOGICAL HABITABILITY CHECKLIST

1. \*Periodically monitor radiological conditions in the area.
2. \*Log the time, dose rate (if appropriate), air sample results, iodine concentration and swipe survey results.
3. Report findings to the HP Supervisor and OSC Manager.

\*Continuing Activity