

Approval
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Vogtle Electric Generating Plant
NUCLEAR OPERATIONS



Georgia Power

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6
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FOR INFORMATION ONLY

DUTIES OF THE EMERGENCY DIRECTOR

1.0 PURPOSE

The purpose of this procedure is to provide instructions to the Emergency Director (ED) in fulfilling his responsibility for overall coordination and direction of the Vogtle Electric Generating Plant (VEGP) Emergency Response Organization (ERO).

2.0 RESPONSIBILITIES

2.1 DESIGNEES

2.1.1 On-Shift Operations Supervisor (OSOS) or Shift Supervisor

The OSOS shall assume the position of ED in the Control Room until relieved by the designated ED. If the OSOS is incapacitated, the Shift Supervisor shall assume the position of ED.

2.1.2 The Vice President, Nuclear or General Manager, Nuclear Plant are the designated primaries for the ED.

2.1.3 Assistant General Manager Plant Operations

The Assistant General Manager Plant Operations is the designated first alternate for the position of the ED.

2.1.4 Assistant General Manager Plant Support

The Assistant General Manager Plant Support is the designated second alternate for the position of the ED.

2.1.5 Manager, Operations

The Manager, Operations is the designated third alternate for the position of the ED.

2.2 The ED shall have complete authority-and responsibility to administer the Emergency Plan including the initial and unilateral initiation of required emergency response actions.

2.3 The ED shall have the following general responsibilities:

NOTE

Asterisked (*) responsibilities cannot be delegated.

- *2.3.1 Classifying and declaring the emergency, including upgrading, downgrading or termination.
- *2.3.2 Recommending protective actions to offsite authorities and content of messages.
- *2.3.3 Authorizing personnel radiation exposures in excess of 10CFR20 limits, if necessary.
- *2.3.4 Deciding to evacuate non-essential personnel from the site at the Alert classification level.
- *2.3.5 Deciding to request assistance from federal support groups.
- *2.3.6 Deciding to notify offsite authorities responsible for emergency measures.
- 2.3.7 Maintaining communications with offsite authorities regarding all aspects of emergency response.
- 2.3.8 Providing overall direction for management of procurement of site-needed materials, equipment, and supplies, documentation, accountability, and security function.
- 2.3.9 Directing the notification and activation of the emergency organization; including emergency response facility activation.
- 2.3.10 Coordinating and directing VEGP emergency operations.
- 2.3.11 Modifying Emergency Plan Implementing Procedures and adjusting Emergency Response Organization staffing.
- 2.3.12 Coordinating NRC activities to reduce the duplication of effort and reduce the impact on the plant staff during the emergency situation.

3.0 PREREQUISITES

- 3.1 The ED has identified an abnormal condition and classified it into one of the four emergency classes: Notification of Unusual Event, Alert, Site Area Emergency or General Emergency, per Procedure 91001-C, "Emergency Classification And Implementing Instructions".
- 3.2 The ED has completed the initial actions specified in Procedure 91001-C, "Emergency Classification And Implementing Instructions".

4.0 PRECAUTIONS

- 4.1 This procedure shall not take priority over measures required to maintain or restore the plant to a safe operating condition.
- 4.2 This procedure does not replace any plant operating procedure. During an emergency condition, the ED should continue to use appropriate plant procedures in parallel with this and other Emergency Plan Implementing Procedures.
- 4.3 Actions presented in the attached "Emergency, Director Checklist" should be completed as required, not necessarily in the order presented.

5.0 PROCEDURE

- 5.1 ON-SHIFT EMERGENCY DIRECTOR (ON-SHIFT OPERATIONS SUPERVISOR (CSOS))
- 5.1.1 Prior to activation of the ERO, the ED shall utilize on-shift staff as follows:
- 5.1.1.1 Initial notifications and communications to Federal (Savannah River Site (SRS) and NRC), State and local agencies - Control Room Communicators (e.g., Shift Clerk, Security).
- 5.1.1.2 Notifications of GPC emergency personnel - Supervisor Nuclear Security (SNS).
- 5.1.1.3 Radiological accident assessment including dose projections - Health Physics (HP) Foreman.
- 5.1.1.4 Technical Support - Shift Technical Advisor.
- 5.1.1.5 Damage Assessment - Maintenance Foreman.

- 5.1.1.6 Emergency repairs and damage control - - Mechanical Maintenance, Electrical Maintenance and Instrumentation and Control Technicians.
- 5.1.1.7 In-plant radiological protective actions - Health Physics Technicians.
- 5.1.1.8 Firefighting - On-shift Fire Brigade.
- 5.1.1.9 Search and rescue, first aid and decontamination - Health Physics Technicians (as necessary) and other staff.
- 5.2 TRANSFER OF RESPONSIBILITIES
- 5.2.1 For an Alert or more severe classification, the OSOS shall be relieved of his responsibilities as ED by the General Manager, Nuclear Plant or an alternate. The OSOS then shall return to operational duties or assume another emergency response position. This also may occur at a Notification of Unusual Event classification.
- 5.2.2 The General Manager, Nuclear Plant (or alternate) shall report to the Technical Support Center (TSC) or Control Room before he assumes the position of ED.
- 5.2.3 The ED or the Shift Supervisor shall brief the General Manager, Nuclear Plant (or an alternate) concerning plant status, initiating event and classification, status of notifications, and protective and corrective actions.
- 5.2.4 The General Manager, Nuclear Plant (or an alternate) shall formally assume from the OSOS all the responsibilities of the ED position in accordance with Procedure 91101-C, "Emergency Response Organization".
- 5.2.5 The ED shall complete the actions in Procedure 91001-C, "Emergency Classification And Implementing Instructions", if the OSOS has not completed them at the time of transfer.
- 5.2.6 If requested by offsite agencies, the ED shall dispatch GPC representatives to offsite government centers.
- 5.2.7 The ED shall turn over ED responsibilities to the TSC Manager for the transit time from the TSC to the Emergency Operations Facility (EOF). A formal relief sheet is not required for this temporary transfer of ED responsibilities.

5.3 EMERGENCY RESPONSE FACILITY OPERATIONS

5.3.1 The ED may operate from the Control Room, TSC or EOF at his discretion.

5.3.2 For an Alert, the ED may act as the TSC Manager.

NOTE

Standby Status shall consist of personnel at their assigned positions ready to assume responsibility as directed by the ED.

5.3.3 The ED shall place the EOF on standby status for an Alert and may activate it if deemed appropriate. He shall activate it for a Site Area Emergency and General Emergency. The ED should manage the emergency organization from the EOF once it is fully activated.

5.4 EMERGENCY CLASSIFICATION AND NOTIFICATIONS

5.4.1 The ED shall classify (or reclassify, as necessary) an abnormal condition into one of the four emergency classifications in accordance with Procedure 91001-C, "Emergency Classification And Implementing Instructions", and in consultation with the OSOS. The checklists in Procedure 91001-C, "Emergency Classification And Implementing Instructions", shall be completed by the ED for immediate actions upon any reclassification.

5.4.2 The ED shall assure that proper alarms are sounded and proper PA announcements are made per Procedure 91001-C, "Emergency Classification And Implementing Instructions" and Procedure 91002-C, "Emergency Notifications" to inform onsite personnel of reclassification.

5.4.3 The ED shall determine the need for any onsite or offsite protective actions resulting from the reclassification.

- 5.4.4 The ED shall assure that the Communicators complete initial notifications (including protective action recommendations) to federal (SRS), state and local authorities per Procedure 91002-C, "Emergency Notifications". Notification of offsite authorities shall be made within 15 minutes of classification or reclassification of an emergency.
- 5.4.5 The ED shall assure that VEGP Security, Plant Wilson and the Vogtle Duty Officer are notified per Procedure 91002-C, "Emergency Notifications".
- 5.4.6 The ED shall determine the need to request offsite assistance.
- 5.4.7 The ED shall direct follow-up notifications to offsite authorities at intervals not to exceed 30 minutes, or as plant conditions change. The TSC Manager and EOF Manager shall provide input for follow-up notifications.
- 5.4.8 The ED is responsible for completion of the Event Notification Worksheet for follow-up notifications to the NRC per Procedure 91002-C, "Emergency Notifications".
- 5.5 PROTECTIVE ACTIONS
- 5.5.1 Per Procedure 91305-C, "Protective Action Guidelines", the ED shall be responsible for onsite protective actions throughout the emergency and for recommending offsite protective actions.

NOTE

The site should not be evacuated under dangerous weather conditions.

- 5.5.1.1 Onsite protective actions include: evacuation of non-essential personnel and use of protective equipment and supplies.
- 5.5.1.2 Offsite protective action alternatives which may be recommended to state and county agencies include: sheltering, evacuation and access control.

- 5.5.2 The ED should confer with the Health Physics Supervisor, Dose Assessment Manager, TSC Manager and EOF Manager regarding the results of dose projection activities per Procedure 91304-C, "Computerized And Manual Back-Up Methods For Release Rate And Dose Calculations", and protective action decisions concerning onsite and offsite radiation exposures.
- 5.5.3 If a facility is uninhabitable, the TSC Manager (onsite facilities) or EOF Manager (offsite facilities) shall make the decision to evacuate these facilities. If necessary, personnel, equipment and supplies will be relocated to an alternate location.
- 5.6 EMERGENCY EXPOSURES
- 5.6.1 Per Procedure 91301-C, "Emergency Exposure Guidelines", the ED shall be responsible for authorizing emergency exposures in excess of 10CFR20 limits for personnel involved in sampling, corrective or protective actions, and lifesaving activities.
- 5.6.2 The ED may receive recommendations from the HP Supervisor or Dose Assessment Manager concerning the use of KI as a protective measure for GPC ERO.
- 5.7 ASSEMBLY, ACCOUNTABILITY, EARLY DISMISSAL AND SITE EVACUATION
- 5.7.1 Per Procedure 91401-C, "Assembly And Accountability", the ED shall be responsible for ordering assembly and accountability, including the sounding of the plant emergency alarm and completing a PA announcement.
- 5.7.1.1 Assembly and accountability of all protected area personnel shall be mandatory for an Alert or higher classification.
- 5.7.1.2 Protected area accountability shall be completed within approximately 30 minutes of the emergency declaration.

5.7.2 Per Procedure 91402-C, "Search And Rescue", the ED shall be responsible for ordering the OSC Manager to dispatch a Search and Rescue Team in the event that accountability reveals a missing person.

5.7.3 Per Procedure 91403-C, "Site Evacuation", the ED shall be responsible for determining the need for and ordering of early dismissal or site evacuation, including the completion of a PA announcement.

5.7.3.1 Evacuation of non-essential personnel, under conditions where contamination may be present, shall be required for a Site Area Emergency or General Emergency.

5.7.3.2 The ED may be assisted by the HP Supervisor and Dose Assessment Manager in determining the need for onsite evacuation, best routes and selection of relocation center(s).

5.8 TEAM DEPLOYMENT

Prior to the activation of the TSC and OSC, the ED shall determine the need for Radiological Emergency Teams (RETs). He shall form and dispatch RETs using the following Procedures, as appropriate:

5.8.1 91302-C, "In-Plant Sampling And Surveys"

5.8.2 91303-C, "Field Sampling And Surveys"

5.8.3 91306-C, "Contamination Monitoring And Decontamination"

5.8.4 91307-C, "Contaminated Injury"

5.8.5 91402-C, "Search And Rescue"

5.9 PROCEDURE MODIFICATION

5.9.1 During an emergency situation the ED shall approve all modifications to Emergency Plan Implementing Procedures.

5.9.2 All modifications to implementing procedures shall be noted in the log book and other ERF managers shall be informed of changes.

5.10 PUBLIC INFORMATION

After the EOF is activated, the Public Information Manager in the EOF shall coordinate the development of press releases at the Emergency News Center (ENC) and the ED shall approve all press releases.

5.11 EMERGENCY DE-ESCALATION, TERMINATION AND RECOVERY

5.11.1 The ED shall discuss de-escalation or emergency termination with offsite authorities prior to de-escalating or terminating the emergency per Procedure 91501-C, "Recovery".

5.11.2 If appropriate, prior to termination of the emergency, the ED shall implement recovery per Procedure 91501-C, "Recovery" and hold a final staff briefing, complete his log and checklist, and submit them to the Support Coordinator for permanent records storage.

6.0 REFERENCES

6.1 VEGP Emergency Plan

6.2 PROCEDURES

6.2.1 91001-C, "Emergency Classification And Implementing Instructions"

6.2.2 91002-C, "Emergency Notifications"

6.2.3 91301-C, "Emergency Exposure Guidelines"

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

6.2.5 91303-C, "Field Sampling And Surveys"

6.2.6 91304-C, "Computerized And Manual Back-Up Methods For Release Rate And Dose Calculations"

6.2.7 91305-C, "Protective Action Guidelines"

6.2.8 91306-C, "Contamination Monitoring And Decontamination"

6.2.9 91307-C, "Contaminated Injury"

- 6.2.10 91308-C, "Re-Entry"
- 6.2.11 91401-C, "Assembly And Accountability"
- 6.2.12 91402-C, "Search And Rescue"
- 6.2.13 91403-C, "Site Evacuation"
- 6.2.14 91501-C, "Recovery"
- 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 10CFR20, "Standards for Protection Against Radiation"

END OF PROCEDURE TEXT

EMERGENCY DIRECTOR CHECKLIST

- POSITION FILLED BY:
- 1) Primary On-shift - On-Shift Operations Supervisor (until relieved by the designated ED)
 - 2) Alternate On-shift - Shift Supervisor
 - 3) Primary - Vice President - Nuclear; or General Manager, Nuclear Plant
 - 4) First Alternate - Assistant General Manager Plant Operations
 - 5) Second Alternate - Assistant General Manager Plant Support

RESPONSIBILITIES:

Classify and reclassify the emergency. Recommend protective actions to offsite authorities and content of messages. Notify and maintain open communications with offsite authorities. Provide overall direction for management of procurement of site-needed materials and security functions. Direct notification and activation of the emergency response organization. Authorize personnel radiation exposures in excess of 10CFR20 limits. Decide to evacuate non-essential personnel from the site. Coordinate and direct VEGP emergency operations. Decide to request assistance from federal support groups. Modify Emergency Plan Implementing Procedures and adjust ERO staffing.

INITIAL ACTIONS

NOTE

ED initial actions are provided in Procedure 91001-C, "Emergency Classification And Implementing Instructions".

EMERGENCY DIRECTOR CHECKLIST-SUBSEQUENT ACTIONSTransfer of Responsibilities

1. Review with the ED:
 - a. Summary of events
 - b. Plant status
 - c. Equipment status
 - d. Emergency classification
 - e. Status of notifications of offsite authorities
 - f. Protective and corrective actions
 - g. Completed checklist items
 - h. Status of facilities activation
 - i. Any noted deficiencies
 - j. Status of assembly and accountability, if initiated
 - k. Outstanding orders
 - l. Recovery plan of action, if known

CAUTION

Assure that initial actions in Procedure 91001-C, "Emergency Classification And Implementing Instructions", have been completed as necessary prior to proceeding with this checklist.

2. Review facility readiness with facility managers.
3. Assure that logkeeper maintains a log of ED actions and records any transfer of responsibility.
4. Formally assume from the OSOS the position of ED, using the following message format:

AT _____ ON _____ I AM ASSUMING THE EMERGENCY
(Central Time) (Date)
DIRECTOR POSITION AND HEREBY RELIEVE YOU OF ALL EMERGENCY
DIRECTOR RESPONSIBILITIES.

EMERGENCY DIRECTOR CHECKLIST-SUBSEQUENT ACTIONS (Cont'd)

- 5.* Determine need to activate EOF if not already underway. For Alert bring EOF to standby status. For higher level, order EOF activation.
6. Report to the EOF, if appropriate, once it is fully activated.

Reclassification

1. As necessary, reclassify the event per Procedure 91001-C, "Emergency Classification And Implementing Instructions", and in consultation with the TSC Manager, OSOS, and EOF Manager.
2. Complete any necessary initial actions after reclassification including ordering notifications per appropriate checklist classification in Procedure 91001-C, "Emergency Classification And Implementing Instructions".
3. If the EOF has been activated or is in standby status, notify the EOF Manager of the decision to reclassify.
4. Discuss decision with offsite authorities before reclassifying the event downward.

Follow-Up Notifications

- 1.* Receive input from TSC Manager and EOF Manager for Follow-up Emergency Message in Procedure 91002-C, "Emergency Notifications".
- 2.* Complete the Follow-up Emergency Message and direct the Communicators to update offsite authorities at least every 30 minutes, or as plant conditions warrant.
- 3.* Complete the Event Notification Worksheet in Procedure 91002-C, "Emergency Notifications" and direct the Communicators to update the NRC immediately if the classification changes or as plant conditions warrant.

* Continuing Activity

EMERGENCY DIRECTOR CHECKLISTSUBSEQUENT ACTIONS (Cont'd)Offsite Assistance

1. Determine the need to request assistance from offsite support groups.
2. Request Federal assistance other than SRS or NRC through Georgia Emergency Management Agency (GEMA).
3. Assure that Security is notified, to permit access.

Fire

1. Perform initial actions per Procedure 91001-C, "Emergency Classification And Implementing Instructions".
2. Reclassify the emergency if necessary.

Contaminated Injury

1. Perform initial actions per Procedure 91001-C, "Emergency Classification And Implementing Instructions", and follow-up actions (Procedure 91307-C, "Contaminated Injury").

Protective Action

- 1.* Confer, as appropriate, with the Health Physics Supervisor, Dose Assessment Manager, TSC Manager and EOF Manager regarding protective action decisions for onsite and offsite radiation exposures. Review dose projections.
- 2.* Evaluate the need for onsite protective actions and for providing protective action recommendations to offsite authorities (Procedure 91305-C, "Protective Action Guidelines").
3. Review habitability of onsite facilities with the TSC Manager and offsite facilities with the EOF Manager.

* Continuing Activity

EMERGENCY DIRECTOR CHECKLISTSUBSEQUENT ACTIONS (Cont'd)Emergency Exposure

- 4.* Review emergency exposures as necessary, with the TSC Manager and EOF Manager.
5. If necessary, authorize radiation exposures in excess of 10CFR20 limits (Procedure 91301-C, "Emergency Exposure Guidelines"), as follows:
 - a. Sign Emergency Radiation Exposure Permits (EREP).
 - b. Verbal approval if time is critical.

Assembly and Accountability

NOTE

"ASSEMBLY AND ACCOUNTABILITY" is initiated with the PA announcement for an Alert in Procedure 91001-C, "Emergency Classification And Implementing Instructions", and carried out in accordance with Procedure 91401-C, "Assembly And Accountability".

1. Receive a report from the Supervisor Nuclear Security (SNS) or Security Coordinator on accountability.
2. As appropriate, announce on the PA system the names and badge numbers of missing individuals, and request a response.
3. Direct the OSC Manager (HP Foreman when the OSC is not activated) to dispatch Search and Rescue Teams (Procedure 91402-C, "Search & Rescue"), in the event that accountability reveals a missing person.

Early Dismissal/Site Evacuation

1. Determine the need for, and order site evacuation or early dismissal of non-essential personnel. Site Evacuation is required for Site Area Emergency or General Emergency, (Procedure 91403-C, "Site Evacuation").

* Continuing Activity

EMERGENCY DIRECTOR CHECKLIST-SUBSEQUENT ACTIONS (Cont'd)

NOTE

Early dismissal differs from site evacuation in that normal departure traffic patterns are observed and no radiological monitoring or decontamination is carried out. If during the departure of non-essential personnel the need for monitoring arises, a site evacuation can be ordered and exiting personnel will be directed by Security to the selected relocation area.

2. Direct non-essential personnel to depart the site utilizing an early dismissal when contamination is not present as follows:
 - a. Make PA announcement as follows:

NOTE

If this is a drill, the message should be preceded and followed by the statement:

"THIS IS A DRILL"

The announcement is:

"ATTENTION ALL PERSONNEL , ATTENTION ALL PERSONNEL
- THE EMERGENCY DIRECTOR HAS DIRECTED AN EARLY
DISMISSAL OF ALL NON-ESSENTIAL PERSONNEL. ALL
NON-ESSENTIAL PERSONNEL SHOULD LEAVE THE OWNER
CONTROLLED AREA AND PROCEED HOME.

(Repeat the announcement once)

- b. Direct the Security Coordinator to contact the Georgia Power Engineering and Construction Department to release personnel to go home.
- c. Direct the Security Coordinator to notify the Burke County Emergency Management Agency of the early dismissal.

EMERGENCY DIRECTOR CHECKLIST-SUBSEQUENT ACTIONS (Cont'd)

3. If evacuation is desired:

- a. Confer with the Health Physics Supervisor or Dose Assessment Manager regarding need for evacuation, best route, and selection of relocation center (VEGP Recreation Area or Plant Wilson).
- b. Notify the Security Coordinator (SNS if EOF is not activated) of the impending evacuation.
- c. Make PA announcement as follows:

NOTE

If this is a drill, the message should be preceded and followed by the statement:

"THIS IS A DRILL"

The announcement is:

"ATTENTION ALL PERSONNEL, ATTENTION ALL PERSONNEL-
NON-ESSENTIAL PERSONNEL ARE ORDERED TO EVACUATE.
FOLLOW THE DIRECTIONS OF SECURITY TO ENTER YOUR
CAR OR DESIGNATED BUS. REPORT TO THE RELOCATION
CENTER AT (relocation center). REMAIN THERE UNTIL
CLEARED TO LEAVE."

(Repeat the announcement once.)

Receive periodic reports from the Security Coordinator (or SNS) on the progress of the evacuation.

Team Deployment

- 1.* Prior to TSC and OSC activation, determine the need for RETs and dispatch using the following procedures as appropriate:
 - a. Procedure 91302-C, "In-Plant Sampling And Surveys"

* Continuing Activity

EMERGENCY DIRECTOR CHECKLISTSUBSEQUENT ACTIONS (Cont'd)

- b. Procedure 91303-C, "Field Sampling And Surveys"
- c. Procedure 91306-C, "Contamination Monitoring And Decontamination"
- d. Procedure 91307-C, "Contaminated Injury"
- e. Procedure 91308-C, "Re-entry"

Procedure Modification

1. Approve modifications to Emergency Plan Implementing Procedures, as necessary. Note in log, and inform other ERF Managers of change(s).
2. Review staffing requirements and adjust to suit the emergency.

Public Information

- 1.* After EOF activation, the Public Information Manager will coordinate press release development and approval.
- 2.* The ED shall approve press releases.

Emergency Termination and Recovery

1. Discuss emergency termination with offsite authorities.
2. Implement recovery actions per Procedure 91501-C, "Recovery".
3. After the emergency condition has been declared terminated, proceed as follows:
 - a. Determine if additional support is needed.
 - b. Hold a final staff briefing.
 - c. Complete logs and checklists and submit to the Support Coordinator.
4. Return the Emergency Response Facilities to a ready condition.

* Continuing Activity