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Approval <i>J. Beckhold</i>	Vogtle Electric Generating Plant NUCLEAR OPERATIONS	 Georgia Power	Procedure No. 00653-C
Date 2/21/90	Unit <u>COMMON</u>		Revision No. 8
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FOR INFORMATION ONLY

PROTECTED AREA ENTRY/EXIT CONTROL

1.0 PURPOSE

This procedure provides details for access/exit of personnel and vehicles into/from the Vogtle Electric Generating Plant (VEGP) Protected Area.

2.0 DEFINITIONS

2.1 AUTOMATED CONTROL ACCESS DEVICE (ACAD)

A device, that is part of the security badge, containing internal coding and is programmed into the Security Computer that allows an authorized individual access to the Protected Area and access through controlled doors throughout the Protected Area and to Vital Areas.

2.2 AUTOMATED CONTROL ACCESS TERMINAL (ACAT)

A terminal that reads the information encoded in the ACAD and then releases the door, allowing authorized access through the door, that the ACAT controls. ACATs at the entrance to the Protected Area have a numeric keypad and require the entry of a pre-coded number after the ACAD is presented to the ACAT to gain access to the Protected Area. The term "Cardreader" is used throughout the procedure to reference this device.

2.3 PROTECTED AREA (PA)

The area of the plant encompassed by a physical barrier into which access is controlled.

2.4 PLANT ENTRANCE AND SECURITY BUILDING (PESB)

The Plant Entrance and Security Building, located at the east side of the Protected Area, is the primary entry point into the Protected Area.

2.5 ALTERNATE PESB

The Alternate Plant Entrance and Security Building, located at the west side of the PA, will be utilized by Outage Contractors or as deemed appropriate by Plant Management.

2.6 DESIGNATED VEHICLE

A vehicle limited in use to on site plant functions that remains within the protected area except for operational, maintenance, repair, security, and emergency purposes.

2.7 SECURITY BADGE

A cardkey/picture badge, containing an ACAD, that is color coded to indicate authorized access level. Visitor badges are red with no picture.

3.0 RESPONSIBILITIES

3.1 MANAGER PLANT TRAINING AND EMERGENCY PREPAREDNESS

The Manager Plant Training and Emergency Preparedness will ensure that security orientation, included in General Employee Training, is available to individuals, who require unescorted access to PAs and vital areas.

3.2 SUPERVISOR NUCLEAR SECURITY - CAPTAIN (SNS-CPT)

The SNS-CPT will ensure that Nuclear Security Officers process outgoing and incoming personnel in accordance with this procedure.

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3.3 NUCLEAR SECURITY OFFICERS

Nuclear Security Officers will ensure that:

- 3.3.1 Incoming personnel receive their Security Badge after appropriate identification procedures per Procedure 90005-C, "Security Badge Identification Program".
- 3.3.2 Incoming personnel receive a thorough screening for firearms, explosives, incendiary devices, or other destructive items.
- 3.3.3 Outgoing personnel return their security badge upon exit from the PESB.
- 3.3.4 Outgoing personnel who activate the high sensitivity portal monitor are detained until HP personnel arrive.

3.4 PLANT PERSONNEL

Plant personnel will consent to search when required upon entry or exit.

4.0 ENTRY/EXIT CONTROL

- 4.1 Plant employees and visitors enter/exit through the PESB or Alternate PESB.

NOTE

The sequence of activities within Section 4.2 may differ when the Alternate PESB is in use.

4.2 EMPLOYEES ACCESS (ESCORT NOT REQUIRED)

- 4.2.1 The employee requesting entry into the PA will report to the PESB and will be electronically searched for the presence of firearms, explosives, incendiary devices, or other destructive items. An acceptable alternative is a hands-on search by a Nuclear Security Officer of the same sex.
- 4.2.2 The Security Officer will issue the employee (escort) his/her Security Badge per Procedure 90005-C.

- 4.2.3 The employee will check to be sure the Security Badge issued is his/hers and present the Security Badge to the entry cardreader. The employee will place his/her Security Badge against the center portion of the cardreader. While the Security Badge is held in place, a message will illuminate stating "Enter Code". At this time remove the Security Badge and enter your assigned code number. Upon entering the correct code number the employee will receive a "Pass" and proceed through the PA turnstile.
- 4.2.3.1 If for any reason the "Error - Re-enter Code" message illuminates at the top of the cardreader, the employee should enter his/her keypad code number again.
- 4.2.3.2 The employee may enter his/her code number a total of three (3) times. If the employee is not successful after three (3) times he/she should contact the closest Security Officer and advise the officer of the situation.
- 4.2.4 During Access Computer outages, all personnel will be logged in/out manually by Security.
- 4.2.5 Exiting The PA will mean all personnel have satisfactorily completed step 4.2.5.1 through 4.2.5.3 and have either exited the south turnstile area of the PESB or Alternate PESB.

NOTE

In the Alternate PESB, The following Steps may not be performed in the sequence described.

- 4.2.5.1 All personnel will scan their Security Badge on the cardreader located in the exit lane outside each Badge Island and upon receipt of "Pass" will then return their Security Badge to Badge Island window.
- 4.2.5.2 All personnel will proceed through the portal radiation detectors, following instructions posted on the monitors, and if clean (no alarm), shall exit. If an alarm is received, that person will immediately notify a Security Officer who will contact Health Physics for further instructions.
- 4.2.5.3 All personnel will pass through the Security Badge detector to verify that they have removed and deposited their Security Badge at the Badge Island window.

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4.2.5.4 If an employee or visitor discovers that he/she has removed an Security Badge from the Protected Area, that individual will immediately notify the Security Department - Secondary Alarm Station at Extension 4015 or 4589. Exception to a Security Badge being removed from PA is made in step 4.5.5 of this procedure.

4.3 VISITOR ACCESS

4.3.1 Prior to entrance to PESB, all visitors shall be authorized by a superintendent or higher level management for each visit.

4.3.2 Personnel authorizing the visit, should have the Facility Access Log (Figure 1) completed prior to submission to Security personnel at the Plant Entrance and Security Building. Personnel should ensure all required information on both sides of the Facility Access Log is completed and signed off upon arrival at the PESB.

4.3.3 Upon arrival at the PESB, Security personnel will review the Facility Access Log for completion, verify authorized signature, and verify visitor identification. Acceptable identification is one of the following: Company ID with picture, drivers license with picture, or a non-picture ID with a detailed description of the individual with a signature for comparison.

4.3.4 Visitor authorization will expire at midnight (2400 hrs) or upon completion of visit. No visitor authorization shall exceed a 24 hour period.

4.3.5 The escort will brief the escorted individual(s) (visitor) on site requirements per Procedure 00652-C, "Personnel Escort Duties And Responsibilities".

4.3.6 Upon completion of review and approval, Security will advise the visitor that he or she, along with their escort, will proceed through Plant Entrance and Security Building search equipment. Security personnel will allow access in accordance with Procedure 90001-C, "Personnel Access/Search".

4.3.7 If a pat down search of personnel is required it shall be conducted by a member of the same sex as the individual being searched. If a Security Officer is not immediately available that person will be requested to wait until one can be made available.

- 4.3.8 Upon completion of search requirements the visitor and escort will proceed to the Security Badge Island for badge issue. The visitor shall pickup a Red Visitor (Escort Required) Security Badge. The escort shall also pickup his/her Security Badge for processing into the PA. Security personnel will advise the visitor of his/her precoded number to be entered into the cardreader key pad located at the PA turnstile area, and instruct the visitor to display the Security Badge on the upper front portion of the body at all times.
- 4.3.9 The escort will present his/her Security Badge for scanning, receive a card scan light on the entry cardreader, enter his/her pre-coded number into the keypad, receive a Enter light and enter the PA through the PESB turnstile area. The visitor will then present his/her Red Visitor Security Badge for scanning in the same manner as the escort, entering the pre-coded number assigned for visitors.
- 4.3.10 The visitor shall be escorted properly at all times. The only time a visitor may be out of visual contact is for entering a restroom with only one exit.
- 4.3.11 The transfer of escort duties will be done in accordance with Procedure 00652-C, "Personnel Escort Duties And Responsibilities".
- 4.3.12 Emergency vehicle occupants will be escorted by an escort or a second security officer who does not escort the emergency vehicle.
- 4.3.13 When the visit is completed the visitor and escort will exit the protected Area through the PESB. The escort will ensure the visitor complies with proper exiting procedures.
- 4.4 VEHICLE ACCESS - ENTRY
- 4.4.1 Vehicles shall only be permitted entry into the PA by authorization of the General Manager - Nuclear Plant or his designated representative. The exception to this shall be emergency vehicles responding to declared emergencies. Emergency vehicles shall be escorted by a Security Officer.
- 4.4.2 Designated and non-designated vehicles will be controlled per procedure 90015-C, Vehicle Access.

- 4.4.3 All vehicles, except under emergency conditions shall be searched by security personnel thoroughly before entering the PA. The search shall include:
- a. Engine Compartment.
 - b. Driver/ Passenger Compartment.
 - c. Cargo Area.
 - d. Containers and/or material.
 - e. Accessible Closed Compartment/Containers.
 - f. Underneath the Vehicle.
- 4.4.4 Vehicle operators will remain present for vehicle search. The vehicle operator will open all compartments of the vehicle under direction of the Security Search Officer (SSO) so a proper search can be conducted. The vehicle operator shall give the vehicle keys to the SSO prior to the vehicle search. After the search is completed SSO shall close and lock the vehicle, including closing all windows and retain the keys.
- 4.4.5 All vehicles should normally access the PA at the Vehicle Access Portal (Gate #4). Located next to the PESB. A security officer will stand by continuously and monitor any security fence opening while it is open for vehicle access.
- 4.4.6 Vehicle drivers will contact the SNS for access to the PA at locations other than Gate 4. Arrangements shall be made for Security Badge issue and search of the driver/vehicle at this time.
- 4.4.7 Vehicle drivers, who will drive their searched vehicles through the open Gate #4, will, first observe vehicle search, enter the PESB for processing. When they and their vehicles are cleared, they may then, proceed into the PA. Non-Designated vehicles will have a vehicle escort assigned by security.
- 4.4.8 Should a designated vehicle be left unattended in PA the keys shall be kept by an authorized individual. If the vehicle is non-designated, the escorting officer shall immobilize the vehicle with an approved device and retain device keys or retain the keys to the vehicle, ensuring windows are rolled up and doors locked.

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4.5 VEHICLE ACCESS - EXITING

- 4.5.1 The vehicle operator shall drive the vehicle to the Vehicle Access Portal (Gate #4 and Stop).
- 4.5.2 The vehicle operator and passengers will exit the vehicle and security shall search the vehicle.
- 4.5.3 The vehicle operator will standby during the search.
- 4.5.4 Upon completion of search, Security Officer shall instruct the operator to:
- a. Wait until the gate is open.
 - b. Drive the vehicle outside through the gate and isolation zone exterior to Gate #4.
 - c. Park the vehicle.
 - d. Immediately Return.
- 4.5.5 When vehicle operators are exiting Gate #4 for the removal of a vehicle from the PA, they will be in possession of their Security Badge. The vehicle operator shall be under continual observation of a Security Officer. Vehicle operators must immediately return to the PA when exiting Gate #4 with their Security Badge.
- 4.5.6 After returning to the PA, the vehicle operator shall process out of the PA through the PESB, ensuring that his/her Security Badge is turned in to the Badge Island prior to exiting the PA.

5.0 REFERENCES

5.1 PROCEDURES

- 5.1.1 00652-C, "Personnel Escort-Duties And Responsibilities"
- 5.1.2 90005-C, "Security Badge Identification Program"
- 5.1.3 90015-C, "Vehicle Access"
- 5.1.4 90001-C, "Personnel Access/Search"

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- 5.2 ANSI/ANS 3.3-1982, "Security For Nuclear Power Plants"
- 5.3 Regulatory Guide 5.7, May 1980
- 5.4 Title 10CFR 73.55(d)(1) and (4), Requirements for Physical Protection of Licensed Activities In Nuclear Power Reactors Against Radiological Sabotage

END OF PROCEDURE TEXT

**VOGTLE ELECTRIC GENERATING PLANT
NUCLEAR SECURITY DEPARTMENT
FACILITY ACCESS LOG**

PLEASE PRINT - USE BLACK INK ONLY!

NAME (FIRST, MIDDLE INITIAL, LAST) _____ DATE _____

PERMANENT MAILING ADDRESS _____

U. S. CITIZEN _____ IF NO, STATE WHERE _____ PERSON VISITED _____

YES NO
PURPOSE OF VISIT _____ COMPANY REPRESENTED _____

I. D. TYPE (ACCEPTABLE I. D. IS ONE OF THE FOLLOWING: COMPANY I. D. WITH PICTURE, DRIVERS LICENSE WITH PICTURE OR NON-PICTURE I. D. WITH DETAILED DESCRIPTION OF INDIVIDUAL WITH SIGNATURE FOR COMPARISON.)

COMPANY I. D. _____ DRIVERS LIC. (STATE & NO.) _____ OTHER _____
 NO VALID I. D. AVAILABLE-I. D. VERIFIED BY (NAME) _____ ACAD NUMBER _____

I understand that it is my responsibility to stay with and follow the instructions of my designated escort

Visitor's Signature: _____

VISITOR AUTHORIZED BY: _____ ACAD NUMBER: _____

SECURITY OFFICER: _____ ACAD NUMBER: _____

VISITOR ISSUED BADGE/ACAD # _____

ISSUE RECORD

	1	2	3	4	5
OFFICERS INITIALS/ACAD #					
TIME ISSUED					

RETURN RECORD

OFFICERS INITIALS/ACAD #					
TIME RETURNED					

ESCORT RECORD

ESCORT	FULL NAME-PRINT	ESCORT ACAD NUMBER	TIME ESCORT DUTY INITIATED	OFFICERS INITIALS ACAD #

FIGURE 1 (FRONT)
EXAMPLE

RE: PLANT YOGTLE UNITS 1 & 2
HOUSEKEEPING

Here at Plant Vogtle, we take a very serious approach to cleanliness and housekeeping.

As a visitor to Plant Vogtle, we require you to place all trash in a proper receptacle and assist us in keeping our plant clean.

It is understood that all Escorts are responsible for picking up any trash observed on site whether or not it is generated by their visitor(s). Thanks for helping follow our good housekeeping policies.

We sincerely hope you enjoy your visit here at Plant Vogtle.

PLEASE HELP US KEEP OUR PLANT CLEAN!

VISITOR'S SIGNATURE _____

ESCORT'S SIGNATURE _____

TO: All Plant Escorts

SUBJECT: Escort Responsibilities

I have received and reviewed a copy of the Symptoms and Signs of Drug Use/Aberrant Behavior. I fully understand my responsibilities as an escort and will immediately notify Plant Supervision/Security of any symptoms/signs of drug use and/or aberrant behavior of the person(s) that I am escorting.

I also understand that if I designate a new escort for a visitor while in the Plant, that I must ensure that the new escort understands his responsibilities.

(Print) Full Name

Social Security Number

Signature

Badge Number

Date

FIGURE 1 (BACK)
EXAMPLE