

50-289

IMPORTANT TO SAFETY
NON-ENVIRONMENTAL IMPACT RELATED

THREE MILE ISLAND NUCLEAR STATION
UNIT NO. 1 EMERGENCY PLANNING IMPLEMENTING PROCEDURE 1004.8
CALLOUT OF ONSITE AND OFFSITE DUTY ROSTER PERSONNEL

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FOR INFORMATION ONLY

X _____
 Signature *[Signature]* Date 10/13/83

_____ - NA - _____
 Signature Date

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THREE MILE ISLAND NUCLEAR STATION
UNIT NO. 1 EMERGENCY PLANNING IMPLEMENTING PROCEDURE 1004.8
CALLOUT OF ONSITE AND OFFSITE DUTY ROSTER PERSONNEL

1.0 PURPOSE

The purpose of this procedure is to provide guidance for the notification of the appropriate members of the onsite and offsite Emergency Duty Section(s).

The Communications Assistant is responsible for implementing this procedure when directed by the Emergency Director.

2.0 ATTACHMENTS

- 2.1 Attachment I Instructions for Code-A-Phone Answering Machine
- 2.2 Attachment II Notification of the Office of the President, Dispatch Control Center, V.P. Nuclear Assurance and GPU Reading.

3.0 EMERGENCY ACTION LEVELS

This procedure to be initiated upon declaration of the following:

- 3.1 Unusual Event (1004.1)
- 3.2 Alert (1004.2)
- 3.3 Site Emergency (1004.3)
- 3.4 General Emergency (1004.4)
- 3.5 As directed by the Emergency Director

4.0 EMERGENCY ACTIONS

4.1 Callout of Onsite Duty Roster - For an unusual Event, request the Emergency Director or his designee to indicate which Duty Section members are to be contacted, if any.

- 4.1.1 Verify that a message has been placed on the Code-A-Phone in accordance with Attachment I.

4.1.2 Contact the Operations and Maintenance Director TMI/1 (If not in Control Room).

a. R. J. Toole (If Toole is the Duty Section Superintendent proceed to the next step).

b. Work phone -

c. Home phone

d. Beeper

e. Message:

This is the Communications Assistant at Three Mile Island Unit I.

We have declared a(n) _____
(emergency classification)

at _____
(time)

4.1.3 Contact the Manager, Plant Operations TMI/1 (If not in Control Room).

a. M. J. Ross

b. Work phone -

c. Home phone

d. Beeper

e. Message:

This is the Communications Assistant at the Three Mile Island Unit I.

We have declared a(n) _____
(emergency classification)

at _____
(time)

4.1.4 Contact the Vice-President TMI-1 (If not in Control Room)

- a. H. D. Hukill
- b. Work phone
- c. Home phone
- d. Beeper
- e. Message:

This is the Communications Assistant at Three Mile Island Unit I.

We have declared a(n) _____
(emergency classification)
at _____
(time)

4.1.5 Contact Public Information Representative

- a. Refer to "On-~~Site~~ Duty Roster, Additional Support Personnel" for name, number, etc.
- b. Message

This is the Communications Assistant at Three Mile Island Unit I.

We have declared a(n) _____
(emergency classification)
at _____
(time)

4.1.6 Contact the Duty Site NRC Representative (Refer to the "TMI Weekly On-Call Schedule NRC Onsite Personnel" posted on the Shift Supervisor's Bulletin Board).

a. Message:

This is the Communications Assistant at Three Mile Island Unit I.

We have declared a(n) _____
(emergency classification)

at _____
(time)

4.1.7 Contact one of the four Emergency Preparedness Representatives listed below:

<u>S. J. Glanq</u>		<u>R. E. Rogan</u>	
Work phone		Work phone	
Home phone		Home phone	
Beeper		Beeper	
<u>R. F. Eheres</u>		<u>J. Brady</u>	
Work phone		Work phone	
Home phone		Home phone	
Beeper		Beeper	

Message:

This is the Communications Assistant at Three Mile Island Unit 1. We have declared

a(n) _____
(emergency classification)

at _____
(time)

For all classes of emergencies the Emergency Preparedness Representative is to ensure proper notification is made per Attachment II.

4.1.8 Contact the York Haven Power Station

a. Telephone 

b. Message:

This is the Communications Assistant at Three Mile Island Unit I.

We have declared a(n) _____
(emergency classification)

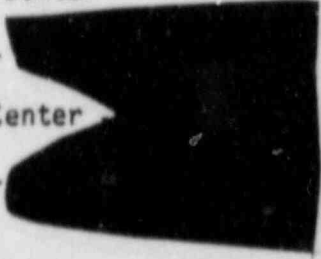
at _____
(time)

4.2 Callout of Unsite Duty Roster is required for an Alert, Site, or General Emergency or when directed by the Emergency Director.

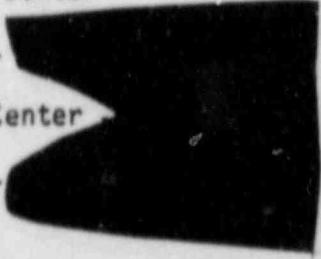
4.2.1 Check the following locations to determine which members of the duty section have already reported in response to the emergency announcement.

a. Control Room (visual check) Shift Supervisors
Office (visual check)

b. Operations Support Center -

1. Phone number - 

c. Technical Support Center

1. Phone number - 

4.2.2 Using the Duty Roster as a reference make all the remaining notifications as instructed below:

: NOTE: The Communications Assistant will record a message on :
: the Code-A-Phone. This message will announce that an :
: emergency has occurred and require the duty section :
: member to confirm his response. A rewind of the :
: message tape will provide you with a status of re- :
: sponding duty section members. (Attachment I, :
: Step 3.) :

a. DURING NORMAL WORKING HOURS

(WEEKDAYS 8:00 a.m. to 4:30 p.m.)

1. Call the office number listed and tell the individual to respond to his designated duty station.
2. If the person is not there or if the party doesn't answer, activate the beeper, by dialing the number listed on the Duty Roster.
3. Periodically rewind the phone recording device to determine who has responded to the phone pager activation. See Note above.

b. AFTER HOURS/HOLIDAYS, ETC.

1. Call the home phone number listed and tell the individual to respond to his designated duty station.
2. If the person is not there or if the party doesn't answer, activate the beeper, by dialing the number listed on the Duty Roster.

- 3. Periodically rewind the phone recording device to determine who has responded to the beeper activation. See Note above.

4.2.3

Call the Environmental Assessment Command Center at [REDACTED] or the Environmental Assessment Line, after working hours contact G. Baker below and request that the EACC be activated.

G. Baker

W. C. Bessler

Work Phone [REDACTED]

Work Phone [REDACTED]

Home Phone [REDACTED]

Home Phone [REDACTED]

Beeper [REDACTED]

Beeper [REDACTED]

4.2.4

Inform the Emergency Director when all contacts have been made and provide him with a list of individuals that can not be reached.

NOTE: If the duty section individual has not responded to beeper activations, notify the Emergency Director of this and request that he designate a suitable replacement.

- 4.3 Callout of Offsite Duty Roster - Required for a Site or General Emergency or when directed by the Emergency Director. Obtain a copy of the offsite duty roster from the Shift Supervisor's office.

NOTE: Prior to Commencing the actual callout of the offsite duty roster personnel, inform the Unit 2 Administration Building, Green Administration Building, and Training Center Personnel that the onsite and offsite emergency organizations are to be activated. This can be accomplished by calling the following:

<u>Unit 2 Admin. Building</u>	<u>Green Admin. Building</u>
J. Barton's Office	Unit 2 Site Operations
8405 or 8401	Office 8327 or 8427
J. Devine's Office	Training Center
8311 or 8313	E. Brown's Office
	S. Newton's Office

4.3.1 If an Unusual Event or Alert is declared request the Emergency Director to indicate which offsite duty members are to be contacted (if any). If a site or General Emergency is declared, proceed to step 4.3.2.

NOTE: The offsite duty roster is divided into three priority groups. The Priority one member is to be contacted initially, then the priority two member, then the priority three, until all members have been reached. The entire offsite duty roster will be activated to insure adequate staffing during the initial phase of the Emergency and for recovery.

4.3.2 Contact the offsite duty members in the following manner:

NOTE: Personnel indicated by asterisks are Parsippany based and are reached through the GPU offices in Parsippany, or through the Jersey Central Power and Light Company dispatcher in Morristown, NJ. The dispatcher must be requested to activate TMI Emergency Pager No. [redacted] or activate the beeper of the Parsippany duty member. If Parsippany Duty Personnel do not respond to their beepers, attempt to contact these individuals at home.

a. During Normal Working Hours
(Workdays 8 a.m. to 4:30 p.m.)

1. Call the EOF [redacted] and the AEOF [redacted] obtain the names of the personnel that have responded, and check off their names on the Off-Site Duty Roster.
2. Call Parsippany Technical Functions ([redacted]) to inform them of the emergency, and have them activate their Technical Functions Center. Record the name of the person contacted and the time of the call.

3. Call all Priority I personnel at their office numbers, and tell the individual to respond to his designated duty station.
4. If the person is not there, activate his beeper.
5. Call all Priority II personnel by repeating steps 3 and 4 above.
6. Call all Priority III personnel by repeating steps 3 and 4 above.
7. At least once an hour, rewind the phone recording device (Code-A-Phone) to determine who has responded to beeper activation.

8. After hours, holidays, etc.

1. Call the home number listed for each Priority I position, and tell the individual to respond to their designated Duty Station.
2. If the person is not there, activate their beeper.
3. Follow steps 1 and 2 above for all Priority II personnel.
4. Follow steps 1 and 2 above for all Priority III personnel.
5. Periodically rewind the phone recording device (Code-A-Phone) to determine who has responded to beeper activation.

- 4.3.3 Update the duty roster with the appropriate information and status as to the phone calls made, the pagers activated and members responding.
- 4.3.4 Inform the Emergency Director when all contacts have been made and provide the Emergency Director with a list of individuals that cannot be reached.

: NOTE: If any of the duty roster positions have not been :
: filled, notify the Emergency Director or the :
: Emergency Support Director and request that he :
: designate a suitable replacement. :

5.0 FINAL CONDITIONS

- ___ 5.1 The members of the onsite duty section have been notified and are responding.
- ___ 5.2 If applicable, the members of the offsite duty roster have been notified and are responding.
- ___ 5.3 Appropriate message has been placed on the Code A-Phone.

ATTACHMENT I

INSTRUCTIONS FOR CODE-A-PHONE ANSWERING MACHINE

CONTROL PHONE: Located in Shift Supervisor's Office

This is a telephone answering machine utilized to maintain a record of personnel responding to an emergency.

OPERATION:

1. To place out-going message on machine.
 - A. Position selector on machine front to "ANN-REC".
 - B. Pick-up handset.
 - C. Depress button on handset and begin recording the following message.

This is _____ at Three Mile Island Unit I
(name)

Control Room. An emergency has been declared in
Unit _____ All members of the _____
(A or II) (Onsite/Offsite)

Emergency Organization report to your stations. At
the tone leave your name, position you will be
filling and your expected time of arrival".
 - D. Upon completion of message, release button on handset and position selector on machine front to "ANS-REC".
2. To check announcement.
 - A. Position selector on machine front to "ANN-CHECK".
 - B. If speaker switch is not in the "out" position then pick-up handset and depress button. Message will be heard on handset. If speaker switch is in the "out" position, the message will be heard on the speaker.

ATTACHMENT I (Cont'd)

3. To check incoming calls.
 - A. Set the selector on machine front to "Play".
 - B. Rewind tape by placing rewind-fast forward lever to the rewind position (left). Once tape has been rewound, reposition the rewind-fast forward lever to the mid-position.
 - C. To ~~listen~~ to incoming calls proceed to step 2B above. Call Unit 2 Control Room at EXT. [REDACTED] and ensure they put the same message on their Code-A-Phone.

: NOTE: Periodically contact Unit 2 to find out which :
: personnel have responded on their phone in order to :
: check them off on the roster. :

4. Insure at the termination of a drill or an emergency, the following message is placed on the Code-A-Phone by performing Step 1. For Step 1.C., use the following message: "This is Three Mile Island Unit ____
There currently is no emergency situation
in Unit _____. If you have been paged, and do
not suspect a false alarm, please contact your
Supervisor or the Unit ____ Control Room."

ATTACHMENT II

Notification of the Office of the President, Vice President Nuclear Assurance and GPU-Reading Dispatch Control Center.

1. For all classes of emergencies notify:

GPU Reading Dispatch Control Center

Phone [REDACTED] GPU Reading

Load Director's desk [REDACTED]

: NOTE: When Site evacuation is ordered, the Emergency :
: Assembly Area Coordinator shall (upon receiving the :
: message to evacuate) call the Mer-Ed Lebanon :
: dispatcher (at [REDACTED] and request that a Trans- :
: mission and Distribution man be sent to the Sub- :
: station to which the evacuation is being directed :
: (i.e. Middletown or 500 KY). :

2. For an Alert, Site, or General Emergency also notify the following individuals:

V.P. Nuclear Assurance

R.L. Long

Work Phone [REDACTED]

Home Phone [REDACTED]

Beeper (None)

R.C. Arnold

Work Phone [REDACTED]

Additional Office [REDACTED]

Home Phone [REDACTED]

Beeper (201) [REDACTED]

ATTACHMENT II (Cont'd)

P.R. Clark

Work Phone

Home Phone

Beeper



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"TEMPORARY CHANGE"

Three Mile Island Nuclear Station Temporary Change Notice (TCN)

NOTE: Instructions and guidelines in AP1001A must be followed when completing this form.

12. TCN No. 7-83-0217 (From TCN Log Index)

13. Implementation Date 10/18/83

SS/SF Signature [Signature]

1. Procedure EDIP 100A.7 #6 OFF SITE/ON SITE DOG PROJECT
No Present Rev No Title

2. Change (include page numbers, paragraph numbers, and exact wording of change. (Attach additional sheets if necessary and provide the generic nature of the change on this sheet.)

SEE ATTACHED DIRECTION SHEET

3. Reason for Change:
EQUIPMENT CHANGE

4. Duration of TCN - No longer than ninety days from implementation date of TCN or as in (a) or (b) below whichever occurs first

(a) TCN will be cancelled by a procedure revision issued as a result of a Procedure Change Request to be submitted by RFE (Submit PCR as soon as possible) Individual Submitting TCN

(b) TCN is not valid under (Fill in circumstances which will result in TCN being cancelled)

5. Is procedure "Important to Safety"? yes no
If "Yes" a safety evaluation is required (side 2)

6. Is procedure "Environmental Impact Related"? yes no
If "Yes" an environmental impact evaluation is required (side 2)

7. Does the change effect the intent of the original procedure? yes no

NOTE: If answers to #5, 6 and 7 are "no" the change may be approved by the Shift Supervisor.
NOTE: If answer to #7 is "yes" the change must be reviewed and approved in accordance with Table 2 prior to implementation.
NOTE: If answer to #7 is "no" and answers to #5 or 6 are "yes" change may be either (a) two member reviewed or (b) reviewed and approved in accordance with table 2.

Review Signatures:

8. Change Recommended By: RFE Date 10/11/83

9. * Procedure Owner Concurrence: RFE Date 10/17/83

* Responsible Technical Reviewer, Responsible Office Department head, or other signed may concur if Procedure Owner is unavailable
* May be by Telecon

10. Techn. Functions Rep. Notified (if reqd): Not required - called Nelson 10/10/83 Date

11. Approval(s):

(a) Two Members of the GPUN Mng. Staff Route

1. Signature _____ Date _____

2. Signature _____ Date _____

Within fourteen (14) days: (Approval per AP 1001A must occur)

Signature _____ Date _____

Signature _____ Date _____

(b) Normal Route (Per AP1001A):

X [Signature] Date 10/17/83
[Signature] Date 10/17/83

(c) SS Approval Only (This approval only used if answers to questions #5, 6 and 7 are all "No")

SS Signature _____ Date _____

14. TCN is Cancelled _____ Shift Supervisor & Shift Foreman _____ Date _____

Three Mile Island Nuclear Station
Safety/Environmental Impact Evaluation

TCN No. 1-72-0503

1. Procedure EP10047 OFFSITE/ONSITE DOSE PROJECTIONS
No. Title

2. Safety Evaluation

Does the attached procedure change:

- * (a) increase the probability of occurrence or the consequences of an accident or malfunction of equipment important to safety? yes no
- * (b) create the possibility for an accident or malfunction of a different type than any evaluated previously in the safety analysis report? yes no
- * (c) reduce the margin of safety as defined in the basis of any technical specification? yes no

Details of Evaluation (Explain why answers to above questions are "no". Attach additional pages if required.)

PROCEDURE CHANGE REFLECTS MODIFICATIONS IN DOSE ASSESSMENT AND FIELD TEAM ANALYSIS EQUIPMENT. AND DOES NOT INCREASE THE PROBABILITY OR CREATE THE POSSIBILITY FOR AN ACCIDENT NOR REDUCE THE MARGIN OF SAFETY AS DEFINED IN THE TECH SPECS.

Evaluation By [Signature] Date 10/17/83

*If any of these questions are answered "YES" the change must be reviewed and approved by the NRC prior to implementation.

3. Environmental Impact Evaluation

Does the attached procedure change:

- (a) possibly involve a significant environmental impact yes no
(if 3(a) is "yes" answer questions (b) and (c) in "Details of Evaluation" below. If no, state why by filing in the "Details of Evaluation" below.)
- * (b) have a significant adverse effect on the environment? yes no
- * (c) involve a significant environmental matter or question not previously reviewed and evaluated by the N.R.C. yes no

Details of Evaluation (Attach additional pages if required)

Evaluation By _____ Date _____

*If any of these questions are answered "YES" the change must be reviewed and approved by the NRC prior to implementation.

4. (1) Normal Approval(s)
(Per AP 1001A)

X [Signature] 10/17/83
Signature Date
(ISR) [Signature] 10/17/83
Signature Date

4. (2) If "Two (2) members of the GPUN management staff route:

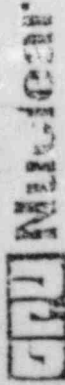
Signature Date

Signature Date

Within fourteen (14) Days Approval per AP 1001A

Signature Date

Signature Date



TO: G.A. Kuehn
(Rad Engr)

ITEM: TCN

EPIP 1004.7

OFFSITE/ONSITE DOSE PROJECTION

D. Dellyfoggen 10-17-83

Return to: M. A. Tolson
Comment Res

DATE SENT: 10/17/83
DATE DUE: 10/17/83

- ISR
- RFR
- STAFF REVIEW

Date of Resolution

Originator

Item No.	Reference Page/Para	Reviewer	Date of Comments	Comments	Accept Comment	Reject Comment	Reason for Rejection
				<p>Show Actual Proposed Reworking, if Possible</p> <p><i>Remember attached VIII. to be concurred with 1004.7</i></p>			
							<p><i>OT's Pertlecom</i></p> <p><i>cc/R. Shaw</i></p> <p><i>10/10/83</i></p> <p><i>(0875) [Signature]</i></p>

FOR INFORMATION ONLY

DATE SENT: 10/17/83
DATE DUE: 10/17/83

Return to: M. A. Nelson
Comment Ref: 11011

EQML 1037

TO: Gary Baker
(Env. Con.)
ITER: TCN
EPIP 1004.7

- ESR
- RTR
- STAFF REVIEW

OFFSITE/ONSITE DOSE PROJECTION

Bill Resler / *[Signature]*
Review of
10/18/83 (0842)
Per Telecom wr/Booster

Item No.	Reference Page/Para.	Comments Show Actual Proposed Rewording. If Possible	Date of Comments	Accept Comment	Reject Comment	Originator	Date of Resolution	Reason for Rejection
		No comments.						

FOR INFORMATION ONLY

DIRECTION SHEET

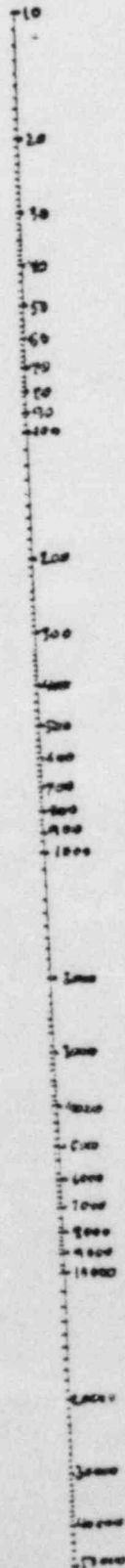
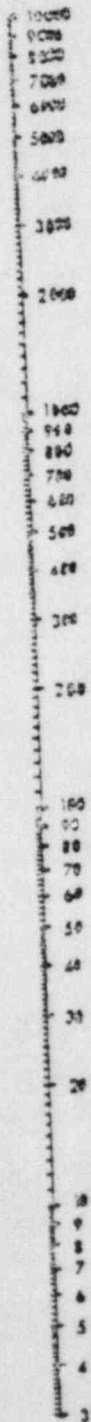
1. Replace present attachment VII with the "TCS Air Sample Nomograph".
2. Add to attachment VIII the material provided in sequential order. -

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TCS AIRSAMPLE NOMOGRAPH

#3
CHILD THYROID
DOSE COMMITMENT
(mREM/HR)

#1
FILTER/ADSORBER
COUNT RATE
ABOVE BKG.
(CPM)



FOR INFORMATION ONLY

#2
SAMPLE TIME
(HOURS POST
SHUT-DOWN)

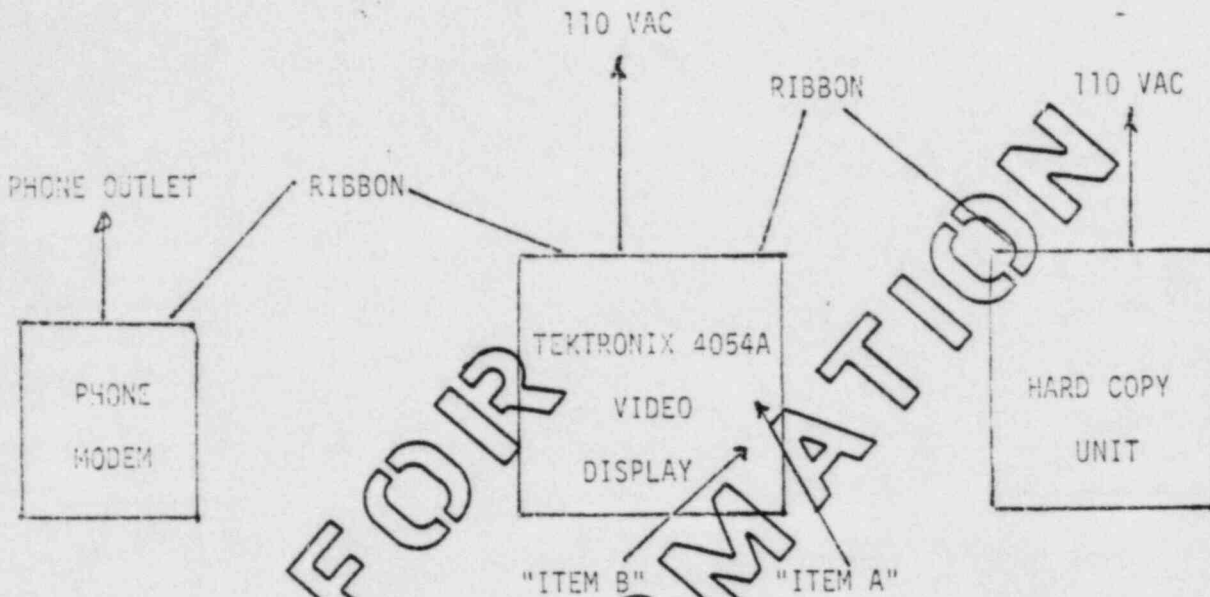
1
2
4
6
10

INSTRUCTIONS

Align a straightedge with the Filter/Adsorber CPM (#1) and the time after shutdown that the sample was taken (#2). Read approx. Child Thyroid Dose commitment in mREM/HR where the straightedge intersects scale #3.

ATTACHMENT VIII

9. For operation of the Tektronix 4054A minicomputer. Ensure all components are energized and connected as shown below:



10. Insert cassette labeled "TMI Unit 1 (EP1a)" Rev. 3.0 into the unit (see schematic - Item A).
11. Depress the "Auto Load" button (See schematic - Item B) on the keyboard.
12. Begin program execution.
13. The EAC shall utilize Midas with the Acriso routine to project dose rates. The EAC shall use the semi-infinite model.



UNITED STATES
NUCLEAR REGULATORY COMMISSION

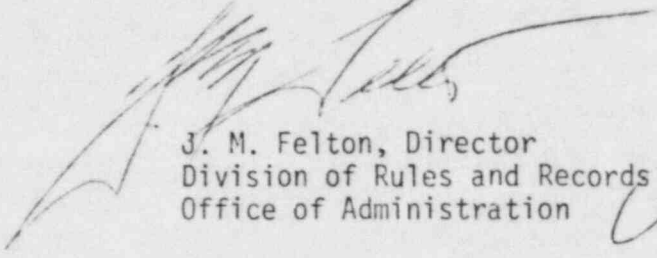
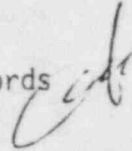
WASHINGTON, D. C. 20555

July 17, 1984

50-289 Three Mile Island

MEMORANDUM FOR: Chief, Document Management Branch, TIDC
FROM: Director, Division of Rules and Records, ADM
SUBJECT: REVIEW OF UTILITY EMERGENCY PLAN DOCUMENTATION

The Division of Rules and Records has reviewed the attached document and has determined that it may now be made publicly available.


J. M. Felton, Director
Division of Rules and Records
Office of Administration 

Attachment: As stated