



Northern States Power Company

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November 1, 1999

US Nuclear Regulatory Commission
Attn: Document Control Desk
Washington, DC 20555

PRAIRIE ISLAND NUCLEAR GENERATING PLANT
Docket Nos. 50-282 License Nos. DPR-42
Docket Nos. 50-306 License Nos. DPR-60

Prairie Island EOF Emergency Plan
Implementing Procedures - F8

EOF Emergency Response Plan Implementing Procedures

Furnished with this letter are the NSP Prairie Island Nuclear Generating Plant EOF Emergency Plan Implementing Procedures F8. This revision includes the following procedures:

INDEXES: EOF Emergency Plant Implementing Procedures TOC

REVISIONS:

F8-4 Emergency Support and Logistics

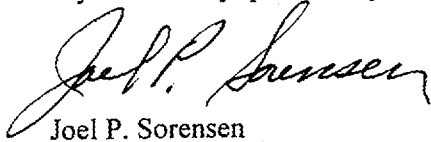
Rev 3

INSTRUCTIONS:

Please post changes in your copy of the Prairie Island Nuclear Generating Plant EOF Emergency Implementing Procedures. Procedures which have been superseded or deleted should be destroyed. Please sign and return the acknowledgment of this update to Bruce Loesch, Prairie Island Nuclear Generating Plant, 1717 Wakonade Drive East, Welch, MN 55089.

AD45

If you have any questions, please contact Mel Agen at 651-388-1121 Extension 4240.



Joel P. Sorensen
Site General Manager
Prairie Island Nuclear Generating Plant

- c: USNRC - Doris Gonzalas, Region III (2 copies)
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PRAIRIE ISLAND NUCLEAR GENERATING PLANT NORTHERN STATES POWER COMPANY	Title: EOF Emerg Plan Implementing Procedures TOC Effective Date : 10/27/99
Approved By: <u>Joyce Clitty / BZ</u> BPS Supt	

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		REV: 3

Reviewed By: <u>[Signature]</u> Gen. Supv. Radiation Protection	Effective Date: <u>10-27-99</u>
Approved By: <u>[Signature]</u> Plant Manager	OC Review: <u>9-28-99 SC</u>

1.0 PURPOSE

REFERENCE USE
<ul style="list-style-type: none">• Procedure segments may be performed from memory.• Use the procedure to verify segments are complete.• Mark off steps within segment before continuing.• Procedure should be available at the work location.

The purpose of this procedure is to provide guidance for implementing various emergency support and logistic activities that may be needed to support the plant's emergency response or support operation of the EOF. Emergency support and logistic activities include: coordinating services of nuclear consultants and vendors, emergency processing of purchase orders and providing logistics support for extended EOF operation.

2.0 APPLICABILITY

This procedure applies to the Emergency Manager, Technical Support Supervisor, EOF Coordinator, EOF Coordinator Assistant or anyone in the EOF that may need to coordinate activities related to emergency support or logistics.

3.0 PRECAUTIONS

NONE

4.0 RESPONSIBILITIES

- 4.1 The Emergency Manager is responsible to ensure that the EOF is providing the plant the necessary support and coordination of offsite vendor, consultant or contractor services in support of the emergency.
- 4.2 The Technical Support Supervisor is responsible to ensure appropriate and necessary technical support actions are provided according to this procedure.

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4.3 The EOF Coordinator is responsible to ensure that the necessary emergency support actions related to the effective operation of the EOF are completed according to this procedure.

4.4 The EOF Coordinator Assistant is responsible to assist the EOF Coordinator as necessary.

5.0 PREREQUISITES

An Alert, Site Area or General Emergency has been declared at Prairie Island Nuclear Generating Plant.

6.0 PROCEDURE

6.1 Coordinating Services of Nuclear Consultants and Vendors

NOTE:	The plant notifies Westinghouse Electric Corporation (<u>W</u>) and INPO of the emergency event as part of the initial notification for an Alert, Site Area or General Emergency. The plant does not provide periodic updates to these organizations.
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6.1.1 Emergency Manager

- A. Review the need to update W of the emergency condition and direct the Technical Support Supervisor to update W, as necessary.
- B. If site assistance from W is required, direct the Technical Support Supervisor to request that W send a site response team to the EOF.
- C. Review the need to update INPO and direct Power Production Management (PPM) at HQEC to provide update information to INPO as necessary.
- D. Determine the need for additional assistance from any other vendor, consultant or contractor and direct the Technical Support Supervisor or the EOF Coordinator, as appropriate, to initiate the procurement of the necessary services. See Table 1 for a list of vendors, consultants and contractors to consider.

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6.1.2 Technical Support Supervisor

- A. Refer to Table 1 for a list of vendors, consultants and contractors when considering the need for possible assistance.
- B. Provide emergency status updates to W as directed by the Emergency Manager.
- C. If necessary, identify equipment or assistance that is desired from the vendor.
- D. If directed by the Emergency Manager, request that the vendor send a site response team to the EOF.
- E. The procurement of equipment or services should be coordinated with PI Materials Engineering group and NSP Procurement Services Department. See Section 6.3 for more guidance on emergency processing of purchase orders.

NOTE:	The HQEC may be requested to assist in the processing of purchase orders.
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- F. If vendor assistance will be required for more than three days, initiate procedures to procure long-term services in accordance with section 6.3.
- G. Ensure that appropriate contacts are established to facilitate the timely ordering of equipment or services.
- H. Ensure all logistics information concerning requests for services or purchases are logged on PINGP 1042, Logistics Information Sheet, Figure 1.

6.1.3 EOF Coordinator

- A. Refer to Table 1 for a list of vendors, consultants or contractors when considering the need for assistance in support of EOF operation.
- B. Contact the plant's Communication System Specialist for assistance with EOF Communication System modification or repairs.

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- C. If possible, use the normal local food supply vendors for continued EOF operation. If widespread contamination exists offsite, consult with the RPSS before ordering the delivery of food to the EOF.
- D. When the Emergency Manager approves the request for goods or services, direct the EOF Coordinator Assistant or an administrative staff person to notify the vendor and order the goods or services.
- E. Ensure that appropriate contacts are established to facilitate the timely ordering of goods or services.
- F. Ensure all logistics information concerning requests for goods or services are logged on PINGP 1042, Logistics Information Sheet, Figure 1.

6.2 Vendor and Consultant Services

- 6.2.1 A partial list of vendors, consultants, and contractors are listed in Table 1. Additional vendors, consultants, and contractors are known by Site Materials Engineering personnel and site engineers.
- 6.2.2 Telephone numbers for the listed organizations are located in the Nuclear Emergency Preparedness Telephone Directory.
- 6.2.3 Ensure all logistics information concerning requests for services or purchases are logged on PINGP 1042, Logistics Information Sheet, Figure 1.
- 6.2.4 When requesting equipment or services, contact the organization and describe plant conditions.
- 6.2.5 The vendor will control the contacting of applicable organizations within his own company to supply whatever assistance is required.

6.3 Emergency Processing of Purchase Orders

- 6.3.1 When the need for equipment and/or services are realized, the Site Materials Engineering group should be requested to assist in the procurement of the equipment and/or services.
- 6.3.2 The Technical Support Supervisor (or EOF Coordinator, as appropriate) should ensure that one individual is assigned to be responsible for the processing of the purchase order.

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6.3.3 Maintain a list of all arrangements for services or equipment that are obtained or being negotiated. All logistics information concerning requests for services or purchases should be logged on PINGP 1042, Logistics Information Sheet, Figure 1.

6.3.4 When assigned to process a purchase request for the Technical Support Supervisor (or EOF Coordinator), the responsible individual should review the following guidance:

- A. Determine the applicable sources to supply the equipment or service requested.
- B. Contact the vendor or supplier and order the equipment or service.
- C. If it is necessary to obtain a purchase order for the vendor or supplier before they will provide their service or work, the Materials Engineering group will provide a purchase order number.
- D. As time permits, fill out a purchase requisition.
- E. Assist in making arrangements for production and shipment with the vendor, as applicable.
- F. Assist in coordinating delivery and transportation schedules.
- G. Provide feedback concerning the projected deliveries, or other information concerning the assigned purchase order, to the Technical Support Supervisor (or EOF Coordinator, as appropriate).

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TABLE 1 - VENDOR AND CONSULTANT SERVICES

- Telephone numbers for these organizations are located in the Nuclear Emergency Preparedness Telephone Directory.
- Ensure all logistics information concerning requests for services or purchases are logged on PINGP 1042, Logistics Information Sheet, Figure 1.
- When requesting equipment or services, contact the organization and describe plant conditions.
- The vendor will control the contacting of applicable organizations within his own company to supply whatever assistance is required.

PRAIRIE ISLAND'S NSSS

NSS - Westinghouse Electric Corporation

- A. The plant's Shift Emergency Communicator only notifies W of the initial emergency classification of an Alert, Site Area or General Emergency.
- B. Be prepared to discuss as many facts as are available at the time of the follow-up call and identify a cognizant individual in your group to provide continuing updates to W.
- C. NSP has a letter of agreement for receiving necessary emergency support from W.

GENERAL SUPPORT SERVICES AND VENDORS

1. Emergency Response Coordination Assistance - INPO

- A. The plant's Shift Emergency Communicator only notifies INPO of the initial emergency classification of an Alert, Site Area or General Emergency. The HQEC provides periodic updates to INPO, as necessary.
- B. Be prepared to discuss as many facts as are available at the time of the follow-up call.
- C. INPO has access to many supplier's and contracting firm's emergency contact telephone numbers.
- D. INPO may provide additional technical assistance as requested.
- E. The INPO Resources Manual has additional nuclear emergency support information.
- F. NSP has a letter of agreement for receiving necessary emergency support from INPO.

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TABLE 1 - VENDOR AND CONSULTANT SERVICES [CONTINUED]

2. Radio Repair - Folsom Communications, Inc.
Folsom Communications, Inc. provides radio repair services.
3. Emergency Siren Repair - Nelson Radio Communications
Nelson Radio Communication provides periodic maintenance and repair to the emergency sirens.
4. Helicopter Service - Imperial International Inc.
 - A. Imperial International Inc.
Fleming Field
South St. Paul, MN
 - B. Imperial International Inc. may provide immediate transportation via helicopter.
 - C. This organization flies only Bell Jet Rangers that carry five (5) passengers.
5. Radiological Protection Services
 - A. Before contacting these contractors, contact the REC to assess the total need for radiological services.
 - B. Radiological monitoring and decontamination services may be provided by:

Bartlett Nuclear Inc.
P.O. Box 1800
Plymouth Industrial Park
Plymouth, MA 02360
 - C. Additional GMR-I Canisters provided by:

MSA
Mine Safety Appliances Co.
121 Gamma Drive
Pittsburgh, PA 15238-2937

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TABLE 1 - VENDOR AND CONSULTANT SERVICES [CONTINUED]

6. Emergency Radiological Laboratory Facilities and Assistance

A. The following vendors have personnel and laboratory facilities available for emergency response:

- 1) Teledyne Brown Engineering Environmental Services
Midwest Lab
700 Landwehr Road
Northbrook, IL 60062

Teledyne can send 4 persons and has 24 hour lab service. Teledyne also can provide the necessary resources in assisting NSP with environmental monitoring and surveys. Contact Bronia Grob. NSP has a letter of agreement for receiving necessary emergency support from Teledyne.

- 2) Scientech, Inc
910 Clopper Rd
Gaithersburg, MD 20878

Scientech, Inc can send 6 persons and has 24 hour lab service.

- 3) Duke Engineering & Services
E-LAB Dosimetry Services Group
25 Research Drive
Westborough, MA 01582

Contact Nick Panzarino

B. Before contacting these contractors, contact the REC to assess the total need for radiological services.

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FIGURE 1 - LOGISTICS INFORMATION SHEET

PINGP 1042, Rev. 0
 (Front)
 Retention: Lifetime

LOGISTICS INFORMATION SHEET

DATE _____

Requested Activity Description (organization, services, item, amount, etc.)	Name of Individual Expediting Request	Phone Number of Individual Expediting Request	Time of Request	Projected Arrival Time
Consultant/Vendor Service				
Purchase Orders				
Food/Beverage				
Lodging				
Transportation				
Miscellaneous				
Problems or Comments				

Reviewed By _____ Date _____

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FIGURE 1 - LOGISTICS INFORMATION SHEET [CONTINUED]

PINGP 1042, Rev. 0
(Back)

The Logistics Information Sheet should be maintained as follows:

- A. An entry for each purchase or request for services.
- B. Entry should adequately describe the request.
- C. Entry should indicate the name of the individual who is expediting the request at the organization we are requesting services of.
- D. Entry should indicate the phone number of the individual who is expediting the request at the organization we are requesting services of.
- E. Entry should indicate time of request.
- F. Entry should indicate the projected arrival time of goods or services requested.