



South Texas Project Electric Generating Station P.O. Box 289 Wadsworth, Texas 77483

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U. S. Nuclear Regulatory Commission
Attention: Document Control Desk
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STP NUCLEAR OPERATING COMPANY
Units 1 and 2
Docket Nos. STN 50-498; STN 50-499
Changes to Emergency Plan Implementing Procedure

In accordance with 10CFR50.4(b)(5) and 10CFR50, Appendix E, Section V, the STP Nuclear Operating Company hereby submits the attached revision of one (1) Emergency Plan Implementing Procedure.

If there are any questions regarding this matter, please contact Mr. Fred Puleo at (361) 972-8697 or myself at (361) 972-8053.

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Manager, Emergency Response,
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Enclosure: Letter of Receipt
Summary of Changes
OERP01-ZV-SH04, Acting OSC Coordinator

A045

PPR ADDN 05000498

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**Summary of Changes for
Acting OSC Coordinator
0ERP01-ZV-SH04 Rev. 4**

This revision does not reduce the effectiveness nor change the intent of the procedure as described within the Emergency Plan.

The major changes made to the Acting OSC Coordinator are format changes to combine the Unusual Event, Alert, Site Area Emergency, General Emergency, and Termination Checklists into one that can be used for all emergency levels. The change is to simplify use.

Other changes are noted in the table and were made as administrative and clarifying changes.

The content changes are:

- Changed Procedure usage to N/A to comply with procedure OPGP05-ZV-0004, Emergency Plan Implementing Procedure Users Guide.
- The procedure has been converted to Microsoft Word.
- The Unusual Event, Alert, Site Area Emergency, General Emergency, and Termination Checklists have been combined to make the procedure easier to use and remove redundant instructions.

The changes are noted in the following table:

Change No.	Change to Revision No. 3	Reason
1.	TOC, Deleted references to Unusual Event, Alert, Site Area, General Emergency, and Termination Checklists	Combined the checklists into 1, Acting OSC Coordinator Checklist.
2.	Added Step 1.2	Added explanation that procedure implements the STP Emergency Plan to be consistent with other emergency response procedures.
3.	Added New Section 3.0	Precautions and Limitations
4.	Added Step 3.1	Explains at what emergency classification this position activates.
5.	Added Step 3.2	Explains the OSC may be activated at an Unusual Event as determined by the Emergency Director.
6.	Added Step 3.3	Lists whom the Acting OSC Coordinator communicates with.
7.	Added Step 3.4	Onshift and OSC Staffing requirements.

**Summary of Changes for
Acting OSC Coordinator
0ERP01-ZV-SH04 Rev. 4**

Change No.	Change to Revision No. 3	Reason
8.	Section 3.0, References is now 4.0.	N/A
9.	Added Step 4.7	Reference to Emergency Plan Implementing Procedure Users Guide.
10.	Section 4.0, Procedure is now 5.0.	N/A
11.	Step 5.1 & 5.3, Changed to note combination of checklists.	Checklists were combined and the reference to the multiple checklists was not accurate.
12.	Step 5.2, Deleted to note combination of checklists.	Checklists were combined and the reference for emergency classification escalation and the use of a new checklist is no longer accurate.
13.	New Step 5.3, Added reference to use 0ERPZVIN03 for manual call-out.	Links responsibility section with procedure steps in IN03.

- END -

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Acting OSC Coordinator					
Quality		Non Safety-Related		Usage: N/A	Effective Date: 11/16/99
Max Keys		N/A		N/A	Emergency Response Division
PREPARER		TECHNICAL		USER	COGNIZANT DEPT

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Acting OSC Coordinator**1.0 Purpose and Scope**

- 1.1 This procedure specifies the actions to be completed by the Acting Operations Support Center (OSC) Coordinator during a declared emergency.**
- 1.2 This procedure implements the requirements of the South Texas Project Electric Generating Station Emergency Plan specific to the Operations Support Center and the Acting OSC Coordinator.**

2.0 Responsibilities

- 2.1 The Duty Maintenance Supervisor assumes the responsibilities of the Acting OSC Coordinator. These responsibilities include:**
 - 2.1.1 Providing ongoing maintenance support to activities assigned by the Shift Supervisor.**
 - 2.1.2 Establishing and staffing the Operations Support Center with onshift personnel to support plant emergency response activities, if requested by the Shift Supervisor.**
 - 2.1.3 Ensuring adequate communications and information flow with the Control Room are established and maintained.**
 - 2.1.4 Ensuring that Emergency Response Teams are formed, briefed, and dispatched and their status is monitored.**
 - 2.1.5 Ensuring that Emergency Response Team activities are performed in accordance with approved procedures and policies.**
 - 2.1.6 Ensuring deviations from plant procedures and NRC regulations are approved by the Shift Supervisor.**
 - 2.1.7 Designating on-shift Maintenance personnel to perform manual call-out of the Emergency Response Organization (ERO), if Warehouse personnel are unable to fulfill their duty.**

3.0 Precautions and Limitations

- 3.1 An Unusual Event or higher classification has been declared in accordance with Procedure OERP01-ZV-IN01, Emergency Classification.**
- 3.2 The Emergency Director has ordered the activation of the Operations Support Center during off-hours to support response activities.**

- 3.3 Communicate with other emergency workers as necessary.
 - 3.3.1 Emergency Director is filled by Shift Supervisor.
 - 3.3.2 Acting Radiological Manager is filled by Cognizant Health Physics Personnel.
 - 3.3.3 Acting Security Manager is filled by Security Force Supervisor.
- 3.4 The following reflects those members of the Emergency Response Organization who are either required by Table C-1 of the Emergency Plan, or who are recommended for facility staffing. Facility activation is based on required personnel. However, additional personnel are recommended prior to facility activation.

MINIMUM ONSHIFT	REQUIRED AUGMENTATION FROM OFFSITE	REQUIRED POSITIONS FOR ACTIVATION OF OSC	RECOMMENDED STAFF LEVELS FOR OSC ACTIVATION
RP Technicians (2)	RP Technicians (7) (60 Min)	RP Technicians (9)	RP Technicians (9)
Chemistry Technician (1)	Chemistry Technician (1)	Chemistry Technician (2)	Chemistry Technician (2)
Mechanical Maintenance (1)	Mechanical Maintenance (1)	Mechanical Maintenance (2)	Mechanical Maintenance (2)
Electrical Maintenance (2)	Electrical Maintenance (1)	Electrical Maintenance (3)	Electrical Maintenance (3)
I&C Technician (1)		I&C Technician (1)	I&C Technician (1)
Dose Assessment (1)	Plant Operator (1)	Plant Operator (1)	Plant Operator (1)
Duty Maint. Supv.			OSC Coordinator (1)
			Radiological Coordinator (1)
			Resource Coordinator (1)

4.0 References

- 4.1 STPEGS Emergency Plan
- 4.2 0ERP01-ZV-IN04, Assembly and Accountability
- 4.3 0ERP01-ZV-OS02, Assistant Operations Support Center Coordinator
- 4.4 0ERP01-ZV-OS06, Emergency Teams
- 4.5 0ERP01-ZV-RE02, Documentation
- 4.6 0ERP01-ZV-IN03, Emergency Response Organization Notification
- 4.7 OPGP05-ZV-0004, Emergency Plan Implementing Procedure Users Guide

5.0 Procedure

5.1 Initiate an Emergency Action Log.

5.2 At an Unusual Event declaration announcement, implement Data Sheet 1, Section 1.0, Initial Activities.

5.3 If Emergency Director requests Manual Emergency Response Organization (ERO) call-out, implement appropriate instructions in Procedure 0ERP01-ZV-IN03, Emergency Response Organization Notification.

5.4 At an Alert or higher declaration announcement, or as directed by the Emergency Director, report to the affected Unit Operations Support Center and implement Data Sheet 1, Section 2.0, Operations Support Center Activities.

5.5 Complete Checklist activities as follows:

5.5.1 Use the right column to log the time an activity is performed.

5.5.2 Reoccurring activities should be documented using the Emergency Action Log.

5.5.3 Implement other activities as necessary.

5.6 Use Checklists to help direct emergency activities.

6.0 Support Documents

6.1 Data Sheet 1, Acting OSC Coordinator Checklist

6.2 Data Sheet 2, Operations Support Center Turnover Briefing Checklist

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(Name) (Date) (Unit)

ACTION **TIME**

1.0 INITIAL ACTIVITIES

- 1.1 Contact the Emergency Director located in the affected Unit Control Room and report your location and obtain an event briefing. Determine the level of initial maintenance response and any special actions that should be implemented. _____
- 1.2 Support plant maintenance activities as directed by the Emergency Director. _____
- 1.3 Contact the Acting Radiological Manager and discuss current radiological conditions. Evaluate potential radiological problems. _____
- 1.4 Upon arrival of your shift replacement, provide a turnover briefing using guidance in Data Sheet 2, Operations Support Center Turnover Briefing Checklist. _____
- 1.5 Determine the need to deviate from plant procedures as per 10CFR50.54(x), and inform the Shift Supervisor. _____
- 1.6 If the situation requires no special emergency response support, then continue with normal duties and discontinue the use of this procedure. _____

2.0 OPERATIONS SUPPORT CENTER ACTIVITIES

- 2.1 If activating prior to an Alert Classification, then direct needed onshift Maintenance personnel to report to the affected Unit Operations Support Center. _____
- 2.2 Report to the affected Unit Operations Support Center and sign in on the OSC Staffing Board, instruct others to do the same. _____
- 2.3 Unlock the caged storage area and retrieve the Acting OSC Coordinator's Emergency Response Manual. _____
- 2.4 Contact the Emergency Director in the affected Unit Control Room and report your arrival at the Operations Support Center. _____
 - 2.4.1 Discuss/Record critical information, the plant status, determine the level of maintenance response, and any special actions that should be implemented. _____

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ACTION	TIME
2.5 Discuss with the Emergency Director and the Acting Radiological Manager current activities in Radiologically Controlled Areas. Determine which activities should be terminated.	_____
2.6 Ensure personnel in the Operations Support Center are aware of the current Emergency Action Level and the status board is updated.	_____
2.7 Initiate Operations Support Center activation by completing the following actions:	_____
2.7.1 Assign an individual lead from each of the work groups to function as a lead representative. Direct them to coordinate the activities of their respective groups until relieved by their respective Discipline Leads.	_____
2.7.2 Ensure personnel log in on the Operations Support Center Staffing Board.	_____
2.7.3 Direct arriving personnel to set up the Operations Support Center.	_____
2.8 Ensure necessary onshift personnel report to the Operations Support Center. Verify that these individuals are qualified to perform the necessary tasks.	_____
2.9 Contact the Acting Radiological Manager or Radiological Coordinator and discuss current radiological conditions. Evaluate potential radiological problems.	_____
2.10 Upon notification by the Emergency Director that an Emergency Response Team is needed, obtain a briefing of the situation and coordinate implementation of applicable sections of 0ERP01-ZV-OS06, Emergency Teams.	_____
2.11 Determine adequacy of Operations Support Center staffing. If assistance is needed, then obtain additional personnel from the onshift staff or initiate callout of additional personnel.	_____

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ACTION	TIME
2.12 Upon arrival of either the Operations Support Center Coordinator or Assistant Operations Support Center Coordinator, provide a turnover briefing using guidance in Data Sheet 2, Operations Support Center Turnover Briefing.	_____
2.13 When the Operations Support Center Coordinator has been briefed and the Operations Support Center has been declared activated, then discontinue the use of this procedure and support the Operations Support Center as needed.	_____
3.0 SPECIAL ACTIVITIES	_____
3.1 Personnel Emergencies (Including Contamination)	_____
3.1.1 Coordinate activities of the Emergency Medical Team with the Shift Supervisor and the Acting Radiological Manager.	_____
3.1.2 Standby to provide assistance with the medical emergency response efforts.	_____
3.2 Assembly and Accountability	_____
3.2.1 If the assembly alarm sounds, ensure all Operations Support Center personnel card in on an accountability card reader.	_____
3.2.2 Assume the responsibility of Assembly Area Coordinator for the Operations Support Center and ensure accountability of Operations Support Center personnel is maintained.	_____
3.2.3 Direct that a roll call of all Emergency Response Team members be performed to verify their status and locations.	_____
3.2.4 Provide the Acting Security Manager with a list of Emergency Response Team personnel who are not able to card in.	_____
3.2.5 Review with the Acting Radiological Manager any radiological problems that may impact assembly actions or potential evacuation routes.	_____

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ACTION	TIME
3.3 Search and Rescue	
3.3.1 Coordinate with the Emergency Director and complete the Operations Support Center Coordinator responsibilities in 0ERP01-ZV-OS06, Emergency Response Team Checklist.	_____
3.3.2 Assign the Acting Security Manager responsibility for the search and rescue effort outside the Radiologically Controlled Area.	_____
3.3.3 Assign the Acting Radiological Manager responsibility for the search and rescue effort inside the Radiologically Controlled Area.	_____
3.4 Site Evacuation	
3.4.1 Determine which non-Emergency Response Organization (ERO) personnel are considered essential to support the emergency response efforts and should remain onsite. Provide these names to the Emergency Director.	_____
3.5 Earthquake	
3.5.1 Discuss with the Emergency Director the need to dispatch Emergency Response Teams into the plant to inspect for damage.	_____
3.5.2 If requested by the Emergency Director to dispatch an Emergency Response Team, then organize and dispatch requested Teams utilizing guidance in 0ERP01-ZV-OS06, Emergency Teams.	_____

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ACTION	TIME
3.6 Potassium Iodide	
3.6.1 Coordinate with the Acting Radiological Manager to distribute Potassium Iodide (KI).	
3.7 Flood	
3.7.1 Contact the Emergency Director and determine protective actions necessary for Emergency Response Teams working in areas affected by the predicted flood levels.	
3.7.2 Contact affected Emergency Response Team personnel and direct them to implement protective actions.	
3.8 Tornado Warning/Severe Winds	
3.8.1 Contact the Emergency Director and determine protective actions for Emergency Response Teams working in areas affected by the tornado or severe winds.	
3.8.2 Consider rigging lifelines between buildings if severe winds may occur for a prolonged period.	
3.8.3 Contact affected Emergency Response Team personnel and direct them to implement protective actions.	
3.9 Security Threat	
3.9.1 Contact the Emergency Director or Acting Security Manager and assess the potential impact on inplant emergency response activities.	
3.9.2 Contact affected Emergency Response Team personnel and direct them to implement protective actions.	

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ACTION

TIME

3.10 Operations Support Center Evacuation

- 3.10.1 Direct all Operations Support Center personnel to prepare for relocation to the unaffected Units Operations Support Center or other area identified by the Emergency Director.**
- 3.10.2 Notify all Emergency Response Teams of the need to relocate the Operations Support Center and that communications with the Operations Support Center will be temporarily disrupted during the actual relocation period.**
- 3.10.3 Discuss with the Acting Radiological Manager the relocation route to be taken to the new Operations Support Center and the protective clothing/equipment requirements. Inform Operations Support Center personnel of the requirements.**
- 3.10.4 Collect the Acting OSC Coordinator's Emergency Response Manual, checklists, and logs.**
- 3.10.5 When directed by the Emergency Director to commence relocation, then proceed to the new Operations Support Center via the path identified by the Acting Radiological Manager.**
- 3.10.6 Upon relocation, perform applicable actions of Section 2.0 of this Data Sheet.**
- 3.10.7 Contact all Emergency Response Teams and obtain a status of their activities.**
- 3.10.8 Notify the Emergency Director when the new Operations Support Center is ready for activation.**

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ACTION

TIME

4.0 ONGOING ACTIVITIES

- 4.1 Periodically brief personnel in the Operations Support Center of overall plant status, radiological conditions, and any significant Emergency Response Team activities. _____
- 4.2 Periodically update the Emergency Director of Emergency Response Team status. _____
- 4.3 Ensure all status boards are maintained current with emergency response activities and priorities. _____
- 4.4 Discuss with the Acting Radiological Manager the need to restrict normal access to the Radiologically Controlled Area due to abnormal radiological conditions. _____
- 4.5 Continue to evaluate manpower requirements. Obtain additional personnel from onshift staff or initiate callout of additional personnel. _____
- 4.6 Continue to evaluate the need for equipment and supplies. _____

5.0 TERMINATION ACTIVITIES

- 5.1 Develop a list of activities and tasks, which should be completed using 0ERP01-ZV-RE02 Data Sheet 1, Corrective Action Items List, and provide a copy of the list to the Emergency Director. _____
- 5.2 Provide a list of any supplies or forms needing replenishment to the Emergency Director. _____
- 5.3 Organize your logs and documents generated in chronological order. _____
- 5.4 Assist the Emergency Director in completing the Emergency Response Summary report in accordance with 0ERP01-ZV-RE02, Documentation. _____
- 5.5 Turn over all documentation generated to the Emergency Director. _____

-END-

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6.0 Any injured personnel being prepared for transport or being transported to offsite medical facilities:

7.0 Instructions given to Security concerning plant status that may affect Security operations or personnel:

8.0 Adequacy of staffing in the Operations Support Center to support all emergency response efforts:

9.0 Other concerns which could potentially affect emergency response activities in the Operations Support Center.
