



INTEROFFICE MEMORANDUM

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FROM: *B. G. Francisco*
Procedure Control, Administrative Services, (927A)

SUBJECT: **PLANT PROCEDURES MANUAL - VOLUME 13**
PACKAGE NO. 2000-557

REFERENCE:

The following Procedure(s) have been revised/approved and are to be inserted in your controlled copy of the manual and the superseded revisions are to be removed and destroyed:

<u>Procedure</u>	<u>Rev</u>	<u>Title</u>
13.11.1	24	EOF Manager Duties
13.14.4	34	Emergency Equipment

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* Level 1 File



COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

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*13.11.1	DWC - Revision 24	11/30/00
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
EMERGENCY OPERATIONS FACILITIES		
TITLE		
EOF MANAGER DUTIES		

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1.0 PURPOSE

This procedure describes the emergency responsibilities and duties of the Emergency Operations Facility (EOF) Manager. {R-5695, R-5708}

2.0 REFERENCES

- 2.1 GO2-83-529, Backup Emergency Operations Facilities (EOF) {2.1}
- 2.2 10CFR50 Appendix E (IV)(A) {R-5695, R-5708}
- 2.3 10CFR50.47 (b)(3) {R-1584}
- 2.4 FSAR, Chapter 13.3, Emergency Plan, Section 2 & 6
- 2.5 WNP-2 Safeguards Contingency Plan
- 2.6 PPM 1.3.1, WNP-2 Operating Policies, Programs and Practices
- 2.7 PPM 1.9.14, Onsite Medical Emergencies
- 2.8 PPM 5.7.1, Severe Accident Guidelines
- 2.9 PPM 13.1.1, Classifying the Emergency
- 2.10 PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
- 2.11 PPM 13.2.2, Determining Protective Action Recommendations
- 2.12 PPM 13.4.1, Emergency Notifications
- 2.13 PPM 13.5.3, Evacuation of Exclusion Area and/or Nearby Facilities
- 2.14 PPM 13.13.2, Emergency Event Termination and Recovery Operations
- 2.15 PPM 13.13.3, Intermediate Phase MUDAC Operations
- 2.16 PPM 13.13.4, After Action Reporting
- 2.17 Classification Notification Form, 968-24075.
- 2.18 Emergency Director Turnover Sheet, 968-25810.
- 2.19 Emergency Response Log, 968-23895.
- 2.20 Emergency Operations Facility Briefing Guidelines, 968-26028.
- 2.21 Follow-up Offsite Notifications, 968-26098

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3.0 DISCUSSION

- 3.1 The Emergency Director is the Energy Northwest individual on shift at all times who has the authority and responsibility to immediately and unilaterally initiate any emergency actions.
- 3.2 The Shift Manager normally acts as the Emergency Director when an emergency classification is initially declared. Emergency Director responsibilities will transfer from the Shift Manager to the TSC Manager or the EOF Manager depending upon time of facility activation.
- 3.3 The EOF Manager is responsible for the overall management of Energy Northwest resources and will be in charge of Energy Northwest emergency and recovery operations.
- 3.4 The EOF Manager must authorize requests for outside assistance, including resources available from the federal government.
- 3.5 Severe Accident Guidelines (SAGs) are entered and Emergency Operating Procedures (EOPs) are exited when primary containment flooding is required. The TSC Manager is responsible to communicate this to the EOF Manager or Assistant EOF Manager when this occurs.
- 3.6 The Emergency Director approves mitigating actions identified as requiring Emergency Director concurrence on SAGs or EOPs prior to implementation, using the Emergency Director ringdown phone, or other means if this method is not available.

4.0 PROCEDURE

NOTE: Procedural steps may be implemented using Attachment 5.2, EOF Manager Checklist.

4.1 EOF Manager Duties At Unusual Event Classification

- 4.1.1 No action is required unless you are contacted by the Shift Manager or Emergency Director.

4.2 EOF Manager Duties For Alert Or Higher Emergency Classifications

NOTE: If you are unable to respond to the EOF, respond to the Alternate EOF located at the Richland Office Complex.

- 4.2.1 Respond to the Emergency Operations Facility (EOF). Then,

- Sign in on the staffing board
- Obtain the EOF Manager basket and other equipment
- Start an Emergency Response Log

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- 4.2.2 Contact the Emergency Director for a briefing on the status of the emergency and offsite notifications.
- 4.2.3 Contact the JIC Manager to provide status information for the follow-up news releases.
- 4.2.4 Verify responding EOF staff promptly set up the EOF and obtain assistance, if necessary, to resolve any activation problems.

NOTE: Failure to staff the required positions within one hour of classification is a violation of the Emergency Plan response requirements.

- 4.2.5 Ensure required EOF positions are being filled as specified:

- Radiological Emergency Manager
- Environmental Field Team Members (6)
- Field Team Coordinator
- Dose Projection Health Physicist
- Telecommunications Manager

OR

Use judgment in determining when qualified personnel will perform a task to fulfill EOF responsibilities even though the personnel may not be identified as normally assigned to the task.

NOTE: The EOF may be activated without all required positions filled.

- 4.2.6 Declare the EOF activated when the following main responsibilities of the EOF can be assumed.

EOF Main Responsibilities

- Manage the overall Energy Northwest emergency effort.
- Evaluate the magnitude and consequences of actual or potential radiological releases.
- Coordinate emergency response activities with local, state and federal agencies.

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- Provide offsite protective action recommendations.

4.2.7 When the EOF is activated, then:

- Direct the EOF Information Coordinator to announce center activation to other emergency centers
- Direct the TSC Manager to have the Plant/NRC Liaison to report activation to NRC.
- Conduct an initial briefing, including:
 - Current emergency classification, cause of event and corrective actions being taken or in progress
 - Current plant status
 - Onsite personnel status of injuries, contaminations, exposures, etc.
 - Whether the event involves radioactive releases
 - Status of notifications to offsite agencies
 - Status of offsite emergency response activities in progress or planned and PARs if issued

4.2.8 Assume the Emergency Director duties per Section 4.6. Then:

- Initiate a Crash call per Section 4.6.
- Inform the SCC that the EOF Manager has assumed responsibility for Crash notifications.

4.2.9 Evaluate staff recommendations on assistance from outside agencies and direct the Site Support Manager to coordinate this response.

4.2.10 Conduct periodic briefings:

- If an NRC site response team is enroute, ensure a briefing in accordance with Attachment 5.1 is prepared. {R-1584}
- Conduct briefings for EOF staff approximately every 30 minutes using EOF Briefing Guidelines, form 968-26028.
- Brief the Chief Executive Officer/Representative as developments occur using form 968-26028.

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4.2.11 Ensure EOF staff are assessing plant conditions and conferring collectively to provide you with accident mitigation conclusions/recommendations to determine decisions on:

- Changes to Emergency Classification or PARs
- Prioritizing tasks that need to be pursued
- Radiological or other hazards that impact offsite emergency workers
- The need to request augmenting staff or offsite assistance
- Protective actions for plant/offsite personnel

4.2.12 Refer calls from the news media to the JIC.

NOTE: A radioactive release is defined if any of the following are met:

- A valid reading exists which exceeds any PPM 13.1.1 Table 3 Column UE value, OR
- Offsite dose calculations meet or exceed PPM 13.1.1 Table 4 UE levels for TEDE or CDE thyroid, OR
- Field teams measure 100 microR or more at 1.2 miles from the plant.

4.2.13 When it is determined that a radioactive release is in progress, perform the following:

- Complete an informational CNF;
- Initiate a Crash call;
- Direct the Information Coordinator to notify all emergency centers.

4.2.14 If elevated radiological conditions exist within the EOF or outside the PSF/EOF:

EOF general area radiation levels exceed 5 mrem/hr

EOF unidentified airborne radioactivity exceeds 0.3 DAC (0.3 DAC equates to approximately 750 ccpm on a 40 ft³ air sample in the field):

Then:

- Immediately notify the EOF staff of the condition
- Direct surveillance of airborne activity be increased to once per hour and results reported to you
- Direct dose rates in the area be determined approximately every 15 minutes and results reported to you

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- Direct that projected accumulated doses for the EOF personnel be evaluated and appropriate stay times be established
 - Prohibit eating or drinking in the EOF until advised of resolution of the EOF airborne activity problem.
- 4.2.15 If airborne activity levels outside the PSF/EOF could exceed 50 mR/hr, direct the Radiological Emergency Manager to monitor the intake and return air monitors and to ensure that PSF/EOF ventilation is in the correct operating mode.
- 4.2.16 If the emergency worker dose limit is projected to exceed 5 REM over the course of the event for EOF staff, confer with EOF staff and determine if selected staff will be directed to continue emergency duties from the TSC or the alternate EOF.

NOTE: The alternate EOF meets the functions of establishing required communications between the primary EOF and the TSC. It also serves as an assembly area for EOF responders unable to respond to the primary EOF due to hazards that prevent access to the primary facility from off site. {2.1}

- 4.2.17 If near site conditions present sufficient hazards to EOF responders that have not yet arrived at the primary EOF, direct Security road blocks to redirect EOF responders to the alternate EOF, located near the Joint Information Center at the Richland Office Complex. {2.1}
- 4.2.18 Ensure that mitigating action concurrence is obtained prior to implementing actions that require Emergency Director concurrence on EOPs or SAGs.
- 4.2.19 Terminate the event and initiate recovery operations via PPM 13.13.2 when appropriate.
- 4.2.20 Initiate ingestion zone operations per PPM 13.13.3 when appropriate. Coordinate the implementation through the Washington State Emergency Operations Center.
- 4.2.21 Determine staffing levels for the EOF and the JIC when the emergency is downgraded or terminated using PPM 13.13.2 guidelines.
- 4.2.22 At shift change or termination of emergency:
- Brief your relief on the current status of the plant and emergency activities.
 - Prepare an individual After-Action Report. Refer to PPM 13.13.4.
 - At event termination, direct an after action critique of EOF performance to summarize actions taken and identify corrective actions needed.

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- Deliver EOF After-Action Reports and summary to the Final After Action Committee or to the Emergency Preparedness Department.
- If an Alert or higher classification was declared, delegate a chairperson and establish a Final After Action Report Committee in accordance with PPM 13.13.4. If the emergency classification was Unusual Event, Emergency Preparedness will compile the report.

4.3 Specific Actions to Take at Site Area Emergency:

- Ensure notifications are completed to State, County, and DOE within 15 minutes.
- Evacuate the Protected Area per PPM 13.5.1.
- Ensure dose assessment is in progress if a release is in progress or containment leakage is suspected.
- Ensure Security has established road blocks on plant access roads.
- Consider an Exclusion Area evacuation per PPM 13.5.3.
- Direct the TSC to make the appropriate PA announcements.

4.4 Specific Actions to Take at General Emergency:

- Ensure notifications are completed to State, County, and DOE within 15 minutes.
- Ensure the Protected Area is evacuated if not completed at Site Area Emergency per PPM 13.5.1.
- Ensure the Exclusion Area is evacuated per PPM 13.5.3.
- Direct the TSC to make the appropriate PA announcements.
- Ensure dose projections are updated.
- Ensure roadblocks are established and properly located to avoid the plume.
- Evaluate protective actions for emergency workers.
- Consult with the REM to determine wind direction and EOF habitability considerations.
- Review the PARs in PPM 13.2.2 to ensure that the PARs declared reflect current Plant or radiological conditions.
- Determine if additional PARs are required per PPM 13.2.2.

4.5 Specific Actions for the Ingestion Phase:

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- Initiate ingestion zone operations via PPM 13.13.3 when appropriate. Coordinate with Washington State EOC.
- Determine staffing levels for the EOF and JIC when the emergency is downgraded or terminated using PPM 13.13.2.

4.6 Transfer Of Emergency Director Duties

1. If assuming the Emergency Director (ED) duties:
 - a. Contact current ED and determine a time when conditions would permit turnover process.
 - b. At a time when conditions permit, conduct a turnover using the Classification Notification Form or Emergency Director Turnover Sheet as a guide.
 - c. Once current conditions and proposed actions are fully understood, relieve current ED of duties.
 - d. Announce transfer of authority to facility staff and ensure other Energy Northwest emergency facilities are notified.
 - e. Complete a Crash call to offsite agencies, i.e., state, county, and DOE of the transfer. The Plant/NRC Liaison in the TSC should be directed to notify the NRC on the ENS line.
 - f. Log the transfer in the facility log.
 - g. As ED, follow guidance in Section 4.7.
2. If transferring the ED duties:
 - a. When contacted by an oncoming ED, give a time when conditions would permit the turnover process.
 - b. At the time when conditions permit, contact oncoming ED and conduct a turnover using the Classification Notification Form or the Emergency Director Turnover Sheet as a guide.
 - c. Once the oncoming ED fully understands current conditions and proposed actions, transfer ED duties.
 - d. Announce the transfer to the facility staff.
 - e. Log the transfer in the facility log.

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4.7 Actions As Emergency Director

4.7.1 Assume the following responsibilities:

NOTE: The EOF Manager must authorize requests for outside assistance, including resources available from the federal government.

NOTE: Items a through e may not be delegated.

- a. Classification of emergencies in accordance with PPM 13.1.1, Classifying The Emergency, and periodically reviewing the classification to ensure that it reflects current plant conditions.
- b. Making protective action recommendations in accordance with PPM 13.2.2 to offsite authorities responsible for implementing emergency measures for the public.
- c. Approving official notifications/communications (e.g., Crash calls) to local, state, and Federal agencies.
- d. Authorizing recovery actions not specifically authorized by procedure which have a potential for radioactive release to the environment.
- e. Requesting assistance from offsite organizations and agencies as needed.
- f. Making followup notifications to offsite agencies per PPM 13.4.1. Refer to Follow-up Offsite Notifications, 968-26098.
- g. Approving the technical content of press releases.
- h. Ensuring, through the facility managers, that the appropriate emergency procedures are implemented.
- i. Ensuring the requisite emergency response facilities are activated and properly staffed.
- j. If advised of a personnel injury or death, then:
 1. Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.

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2. Ensure details of the incident, e.g., individuals name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.

k. Authorizing venting of the primary containment when in SAGs.

NOTE: The Shift Manager as Emergency Director may terminate an Unusual Event. Due to the commitment of onsite and offsite manpower and resources, only the EOF Manager as the Emergency Director may terminate an event classified as Alert or greater.

1. Terminating the emergency and entering the recovery phase in accordance with PPM 13.13.2.

4.7.2 If response to the event requires departure from Technical Specifications or license conditions, refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions.

4.7.3 Approximately every 30 minutes, or when conditions change, perform the following:

- a. Review the emergency action levels (EALs) in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
- b. Review the protective action recommendations (PARs) in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
- c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
- d. Conduct briefings using EOF Briefing Guidelines (968-26028).

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4.7.4 When conditions warrant a change in emergency classification or protective action recommendations, then perform the following:

a. Complete a Classification Notification Form (CNF).

NOTE: Notifications to the state, counties and DOE (Hanford) are required within 15 minutes of time noted on the Classification Notification Form.

b. Initiate a Crash call to provide notification per PPM 13.4.1, using the completed CNF as a basis.

- If the Crash phone is out of service, the primary back up is the dial up system. To ensure completing notification within 15 minutes, contact the Benton and Franklin EOCs, DOE, and the Washington State EOC prior to other notifications.

c. Direct the Information Coordinator to inform the other Energy Northwest emergency facilities of the change in emergency classification and/or protective actions and ensure a copy of the CNF is sent to the appropriate organizations.

4.7.5 Determine if Protected Area evacuation actions need to be taken in accordance with the following:

- Alert - Evacuation is optional, depending on event prognosis. Consider evacuating plant personnel who are not part of the ERO.
- Site Area Emergency or General Emergency - Protected Area evacuation is required for most situations per PPM 13.5.1 for personnel who are not part of the ERO.

4.7.6 Consider exclusion area evacuation in accordance with PPM 13.5.3 when a Site Area Emergency is declared and order an exclusion area evacuation when a General Emergency is declared.

4.7.7 Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.

4.7.8 Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.

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5.0 ATTACHMENTS

5.1 NRC Response Team Briefing Guidelines

5.2 EOF Manager Checklist

5.3 EOF Manager Secretary Duties

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NRC RESPONSE TEAM BRIEFING GUIDELINES

1. Date and time of this status briefing: Date _____ Time _____
2. Current Classification (Check): _____ UE _____ Alert _____ SAE _____ GE _____
Declared at: Date _____ Time _____
3. Reason for classification (include failed systems/components):

Previous classification history:

- a. Classification _____ declared at _____ for the following reason:
 - b. Classification _____ declared at _____ for the following reason:
 - c. Classification _____ declared at _____ for the following reason:
4. Offsite PARs and implementation status for current classification:
 5. Affected plant parameters (attach copy of most recent Plant Status Board display):

Fuel cladding:	Intact	Challenged	Failed
RCS boundary:	Intact	Challenged	Failed
Containment Integrity:	Intact	Challenged	Failed
 6. Prognosis (check): _____ Stable _____ Improving _____ Degrading _____ N/A

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7. Meteorological Data:

- a. Wind direction from _____ (Degrees) b. Wind Speed _____ (MPH)
- c. Stability class: (circle) A B C D E F G
- d. Precipitation (check): _____ None _____ Rain _____ Sleet _____ Snow

8. Offsite radiological conditions (check):

- ___ a. No release is involved.
- ___ b. Release is imminent.
- ___ c. Release is occurring. Release path:
- ___ d. Release started. Time: _____ Est. Duration:
- ___ e. Release occurred previously. Duration:
- ___ f. Release stopped. Time: _____ Date:
- ___ g. Release Inventory Isotopes Release Rate

Iodines	Ci/s
Noble gases	Ci/s
Airborne particulates	Ci/s
Liquid	Ci/s
Other	Ci/s

9. Current dose projections:

<u>Plume Centerline</u>	<u>Thyroid Dose Rate (CDE)</u>	<u>TEDE Dose Rate</u>
Site Boundary (1.2 miles)	mrem/hr	mrem/hr
2 miles	mrem/hr	mrem/hr
5 miles	mrem/hr	mrem/hr
10 miles	mrem/hr	mrem/hr

10. Onsite protective Actions:

- ___ a. Protected Area Evacuation. Status:
- ___ b. Exclusion Area Evacuation. Status:
- ___ c. KI recommended.
- ___ d. Restricted areas.

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11. Offsite agencies responding (check and list):

- ___a. Local:
- ___b. State:
- ___c. Federal:
- ___d. INPO Mutual Aid:
- ___e. Contractor/Vendor:

12. Current mitigation activities and their priority:

13. Security information:

14. Other information:

Emergency Center Status:

TSC:
OSC:
EOF:
JIC:

15. Additional Energy Northwest information sources:

<u>Information</u>	<u>Energy Northwest ERO Position</u>	<u>Location</u>
Offsite dose projections:	Radiological Emergency Mgr. (REM)	EOF
PARs & Field Team status:	REM	EOF
EOF habitability:	REM	EOF
Core damage assessment:	Engineering Manager	EOF
Containment status:	Engineering Manager	EOF
Plant equipment problems:	Technical Manager	TSC
Repair team status:	Maintenance Manager	TSC
Plant operations status:	Operations Manager	TSC
Onsite radiological status:	Radiation Protection Mgr. (RPM)	TSC
Security status:	Security Manager	EOF

Attachment 5.1

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EOF MANAGER CHECKLIST

<u>Response Actions</u>		<u>Time Completed</u>	<u>Initials</u>
4.1	<u>EOF Manager Duties At Unusual Event Classification</u>		
1.	No action is required unless you are contacted by the Shift Manager or Emergency Director.		
4.2	<u>EOF Manager Duties For Alert Or Higher Classifications</u>		
<u>NOTE:</u> The numbers in parentheses correspond to the step in the body of this procedure.			
1.	Contact JIC Manager and provide update for follow-up news release. (4.2.3)	_____	_____
2.	Declare the center activated when minimum staffing positions are present. (4.2.6)	_____	_____
3.	Have EOF Information Coordinator announce activation to the other emergency centers. Direct the TSC Manager have the Plant/NRC Liaison report it to NRC. (4.2.7)	_____	_____
4.	Conduct initial status briefing and periodic followup briefings approximately every 30 minutes. (4.2.7.c)	_____	_____
5.	Assume the Emergency Director (ED) duties per Section 4.6. Ensure that a Crash call to offsite agencies is completed upon transfer of ED duties. (4.2.8.a)	_____	_____
6.	Inform the SCC that the EOF has assumed responsibility for Crash notification. (4.2.8.b)	_____	_____
7.	If the Radiological Emergency Manager advises you of EOF airborne activity problems, verify the EOF emergency ventilation has been initiated. (Refer to step 4.2.14)	_____	_____
8.	If habitability of EOF becomes questionable, confer with EOF staff and determine if selected staff will be directed to continue emergency duties from the TSC or be evacuated offsite. (4.2.14)	_____	_____

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	<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
4.3	<u>Specific Actions to Take at Site Area Emergency: (4.3)</u>		
	• Ensure notifications are completed to State, County, and DOE within 15 minutes.	_____	_____
	• Evacuate the Protected Area per PPM 13.5.1.	_____	_____
	• Ensure dose assessment is in progress if a release is in progress or containment leakage is suspected.	_____	_____
	• Ensure Security has established road blocks on plant access roads.	_____	_____
	• Consider an Exclusion Area evacuation per PPM 13.5.3.	_____	_____
	• Direct the TSC to make the appropriate PA announcements.	_____	_____
4.4	<u>Specific Actions to Take at General Emergency: (4.4)</u>		
	• Ensure notifications are completed to State, County, and DOE within 15 minutes.	_____	_____
	• Ensure the Protected Area is evacuated if not completed at Site Area Emergency per PPM 13.5.1.	_____	_____
	• Ensure the Exclusion Area is evacuated per PPM 13.5.3.	_____	_____
	• Direct the TSC to make the appropriate PA announcements.	_____	_____
	• Ensure dose projections are updated.	_____	_____
	• Ensure roadblocks are established and properly located to avoid the plume.	_____	_____
	• Evaluate protective actions for emergency workers.	_____	_____
	• Consult with the REM to determine wind direction and EOF habitability considerations.	_____	_____
	• Review the PARs in PPM 13.2.2 to ensure that the PARs declared reflect current Plant or radiological conditions.	_____	_____
	• Determine if additional PARs are required per PPM 13.2.2.	_____	_____

Attachment 5.2
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	<u>Response Actions</u>	<u>Completed</u>	<u>Initials</u>
4.5	<u>Specific Actions for the Ingestion Phase: (4.5)</u>		
	<ul style="list-style-type: none"> Initiate ingestion zone operations via PPM 13.13.3 when appropriate. Coordinate with Washington State EOC. Determine staffing levels for the EOF and JIC when the emergency is downgraded or terminated using PPM 13.13.2. 	 	
4.6	<u>Transfer Of Emergency Director Duties (4.6)</u>		
	1. If assuming the Emergency Director (ED) duties:		
	a. Contact current ED and determine a time when conditions would permit turnover process.	_____	_____
	b. At a time when conditions permit, conduct a turnover using the Classification Notification Form or Emergency Director Turnover Sheet as a guide.	_____	_____
	c. Once current conditions and proposed actions are fully understood, relieve current ED of duties.	_____	_____
	d. Announce transfer of authority to facility staff and ensure other Energy Northwest emergency facilities are notified.	_____	_____
	e. Complete a Crash call to offsite agencies, i.e., state, county, and DOE of the transfer. The Plant/NRC Liaison in the TSC should be directed to notify the NRC on the ENS line.	_____	_____
	f. Log the transfer in the facility log.	_____	_____
	g. As ED, follow guidance in Section 4.7.	_____	_____
	2. If transferring the ED duties:		
	a. Conduct a turnover using the Classification Notification Form or the Emergency Director Turnover Sheet as a guide.	_____	_____
	b. Transfer ED duties.	_____	_____
	c. Announce the transfer to the facility staff.	_____	_____
	d. Log the transfer in the facility log.	_____	_____

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Response Actions

Completed

Initials

4.7 Actions As Emergency Director (4.7)

Once EPIPs have been entered (emergency classification occurs), recovery actions not specifically authorized by plant procedures which have a potential for radioactive release to the environment require Emergency Director concurrence.

1. Assume the following responsibilities. _____

NOTE: Items a through e cannot be delegated.
Items f through g may be delegated if desired.

- a. Classify emergencies per PPM 13.1.1 and periodically review the classification to ensure that it reflects current plant conditions.
- b. Make protective action recommendations per PPM 13.2.2 to offsite authorities responsible for implementing emergency measures for the public.
- c. Approve official notifications/communications to local, state, and Federal agencies.
- d. Authorize recovery actions not specifically authorized by procedures which have a potential for radioactive release to the environment.
- e. Request assistance from offsite organizations and agencies as needed.
- f. Make followup notifications to offsite agencies per PPM 13.4.1. Refer to Follow-up Offsite Notifications, 968-26098.
- g. Approve the technical content of press releases.
- h. Ensure, through facility managers, that appropriate emergency procedures are implemented.

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- i. Ensure the requisite emergency response facilities are activated and properly staffed.
- j. If advised of a personnel injury or death, then:
 - 1) Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.
 - 2) Ensure details of the incident, e.g., individuals name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.
- k. Authorizing venting of the primary containment when in SAGs.
 - l. Terminate the emergency and enter the recovery phase per PPM 13.13.2.
- 2. Refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions as necessary. (4.7.2) _____
- 3. Approximately every 30 minutes, or when conditions change, perform the following: (4.7.3) _____
 - a. Review the EALs in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
 - b. Review the PARs in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
 - c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
 - d. Conduct briefings using the EOF Briefing Guidelines.
- 4. When conditions warrant a change in emergency classification or protective action recommendations, perform the following: (4.7.4) _____
 - a. Complete a Classification Notification Form (CNF).
 - b. Ensure notifications are performed per PPM 13.4.1 using the completed CNF as a basis.
 - c. Direct the Information Coordinator to inform the other Energy Northwest emergency facilities of the change in emergency classification and/or protective actions.
 - d. Ensure a copy of the CNF is sent to the appropriate organizations.

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5. Determine if Protected Area evacuation actions need to be taken. (4.7.5) _____
- a. Alert - Evacuation is optional, depending on event prognosis. Consider evacuating plant personnel who are not part of the ERO.
- b. Site Area Emergency or General Emergency - Protected Area evacuation is required for most situations per PPM 13.5.1 for personnel who are not part of the ERO.
6. Consider exclusion area evacuation per PPM 13.5.3 when a Site Area Emergency is declared and order an exclusion area evacuation when a General Emergency is declared. (4.7.6) _____
7. Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1. (4.7.7) _____
8. Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1. (4.7.8) _____

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Duties of: EOF Manager Secretary
Assignment Location: Emergency Operations Facility
Report To: EOF Manager

Responsibilities:

1. On arrival at the EOF, sign in on the staffing board, obtain your procedure book from the wall rack and your supply drawer from the EOF supply cabinet.
2. Maintain a log of EOF Manager actions, significant events and activities on an Emergency Response Log, Form 968-23895, with emphasis on:
 - a. Receipt of notifications of changes in emergency classification.
 - b. The time and content of center briefings.
 - c. Significant telephone conversations or Public Address announcements.
 - d. Entries requested by EOF decision makers.
 - e. Assignment of action items.
3. When directed, initiate Crash Network calls for the EOF Manager (acting as emergency director) by utilizing the Crash Network System Log located in the Emergency Phone Directory to perform the following:
 - a. Initiate Crash call by dialing 400.
 - 1) If there is a failure of the Crash phone, the dial up phone is the primary backup. When making notifications using the dial up, contact Benton and Franklin counties, Washington State and DOE first to ensure that 15 minute time requirement is met.
 - b. Perform a roll call of agencies contacted.
 - 1) When initiating roll call inform responding parties to standby for a call from the Emergency Director.
 - 2) Following completion of roll call indicate to the Emergency Director that parties are ready for the Crash call.
 - 3) Note on Crash call log the time of call, message, and parties online.
 - 4) Inform the EOF Manager of any offsite agency failing to respond to the roll call.

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Duties of: EOF Manager Secretary (Contd.)

4. When the EOF Manager (as Emergency Director) completes filling out the Classification Notification Form (CNF):
 - a. Make a copy of the original and provide the copy to the Admin support personnel for faxing and internal distribution.
 - b. Return the original to the EOF Manager prior to initiating Crash call notification.
5. Answer and monitor the EOF Manager's phones and record messages as necessary.
6. Monitor the EOF Manager's procedure checklist (Attachment 5.2 of this procedure) and remind him of actions required as necessary.
7. Make briefing announcements to EOF staff as directed, similar to, "There will be a briefing in five minutes. Please refer to your briefing guides."
8. Perform other EOF administrative support duties as requested by the EOF Manager.
9. Refer incoming media calls to the Joint Information Center.
10. Upon shift change:
 - a. Fully brief your relief on responsibilities, duties and the current status of work being performed.
 - b. Forward your log for review by the EOF Manager.
11. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to PPM 13.13.4.
 - b. Provide support to EOF Manager as necessary in collating EOF After Action Reports or logs.
 - c. Deliver After Action Reports to the Site Support Manager.

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COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

PROCEDURE NUMBER	APPROVED BY	DATE
*13.14.4	PJI for -DWC - Revision 34	11/30/00
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
SUPPORTING INFORMATION PROCEDURES		
TITLE		
EMERGENCY EQUIPMENT		

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1.0 PURPOSE

This procedure describes requirements for inspection, inventory, and functional testing of emergency equipment and supplies which are maintained for emergency operations, and are not listed under other approved procedures. Items in this procedure are identified as REQUIRED or DESIRED. {R-5928}

2.0 DISCUSSION

Items or functional tests that are REQUIRED meet the intent of the WNP-2 Emergency Plan's requirements.

Items or functional tests that are DESIRED are in place to assist emergency functions. The Corporate Emergency Preparedness, Safety and Health Officer may make determinations for changes to desired quantities, types of items, or functional tests as required for good emergency preparedness practices. Changes to DESIRED types or quantities of items should not be less conservative than REQUIRED.

A Level 1 library is maintained by Administrative Services as part of the Technical Support Center. Sufficient Level 1 Procedures, drawings, and other documentation are maintained in this library to support the Technical Support Center staff.

3.0 REFERENCES

- 3.1 WNP-2 Final Safety Analysis Report (FSAR), Section 13.3, Emergency Plan, Appendix 3, Emergency Kits
- 3.2 WNP-2 Final Safety Analysis Report (FSAR), Section 13.3, Emergency Plan
- 3.3 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans And Preparedness In Support Of Nuclear Power Plants, Section H (10)
- 3.4 Problem Evaluation Request (PER) 293-1343
- 3.5 10CFR50, Appendix E {R-5756, R-5928}
- 3.6 10CFR50, Appendix R {R-6917, R-6918, R-10307, R-10309, R-10311}
- 3.7 GO2-92-257, letter to NRC regarding ERDS Data Point Library, 11-24-92
- 3.8 WNP-2 Final Safety Analysis Report, Appendix F, Table F.3-2, Section III.H
- 3.9 PPM 2.9.5, Plant Communications Systems
- 3.10 PPM 13.14.9, Emergency Program Maintenance

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- 3.11 PPM 13.10.6, Plant/NRC Liaison Duties
- 3.12 EPI-15, ERDS Quarterly Test
- 3.13 Emergency Response Log, 968-23895
- 3.14 Classification Notification Forms, 968-24075
- 3.15 Event Notification Worksheet, NRC Form 361, 968-25665
- 3.16 Repair Team Briefing/Debriefing Form, 968-25560
- 3.17 Emergency Director Turnover Sheet, 968-25810
- 3.18 10 Mile EPZ Dose Projection and Data Map Form, 968-25831
- 3.19 Skin/Clothing Contamination Report, 968-24080

4.0 PROCEDURE

4.1 Supervisor, Health Physics Operations Responsibilities

- 4.1.1 Ensure cabinets or vehicles containing emergency first aid, fire brigade equipment, or radiological protection equipment are checked at the locations, and per instructions outlined in Attachments 5.1-1, 5.1-2, 5.1-3, 5.1-4, 5.1-5, and 5.1-7.
- 4.1.2 Ensure the following are checked per the instructions outlined in Attachment 5.2, EOF/ENOC Emergency Equipment:

Field Monitoring Kits:

Location:

- Plant Support Facility and Energy Northwest Office Complex (ENOC)

Decon Storage Area:

Location:

- ENOC Room 1-208A

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River Evacuation Kits:

Location:

- ENOC

Equipment for Post Accident Sample System (PASS):

Location:

- Ambulance Bay
- Counting Room
- Chemistry Lab

4.1.3 Ensure that the HVAC is checked per instructions outlined in Attachment 5.8, Ventilation Radiation Monitoring.

4.1.4 Completed task sheets are to be forwarded to the Preventative Maintenance Program Group.

4.2 Shift Manager Responsibilities

4.2.1 Ensure the Fire Brigade Leader, per the Columbia Generating Station Fire Marshal, performs inventories and operational checks of locations containing emergency fire equipment outlined in Attachment 5.1-1 after each use.

4.2.2 Ensure an onsite, six hour supply of reserve air is provided to permit quick replenishment of exhausted air supply cylinders as they are returned.
{R-10309}

4.2.3 Ensure that the following alarm systems are demonstrated per the instructions outlined in Attachment 5.1-6, Plant Emergency Alerting Signals:

Plant Exclusive Use Signals:

Location: Control Room

- Alerting Tone

4.2.4 Complete task sheets and forward them to the Preventative Maintenance Program Group.

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4.3 Operations Manager Responsibilities

- 4.3.1 Ensure the Control Room is checked per the instructions outlined in Attachment 5.7, Emergency Center Equipment and Supplies.
- 4.3.2 Completed task sheets are to be forwarded to the Preventative Maintenance Program Group.

4.4 Manager, Security Programs Responsibilities

- 4.4.1 Ensure the Security Communications Center is checked per the instructions outlined in Attachment 5.7, Emergency Center Equipment and Supplies.
- 4.4.2 Completed task sheets are to be forwarded to the Preventative Maintenance Program Group.

4.5 Supervisor, Telecommunications Installation And Maintenance Responsibilities

- 4.5.1 Ensure that the Communications Systems are checked per the instructions outlined in Attachment 5.5, Communications System Tests.
- 4.5.2 Completed task sheets are to be forwarded to the Preventative Maintenance Program Group.

4.6 Supervisor, Facilities Maintenance Responsibilities

- 4.6.1 Ensure that the HVAC and diesel generators are tested per instructions outlined in Attachment 5.9, Facilities Systems Tests.
- 4.6.2 Completed task sheets are to be forwarded to the Preventative Maintenance Program Group.

4.7 Corporate Emergency Preparedness, Safety and Health Officer

- 4.7.1 Ensure the Technical Support Center, Operations Support Center, the Joint Information Center, and the Emergency Operations Facility is checked per the instructions outlined in Attachment 5.7, Emergency Center Equipment and Supplies.
- 4.7.2 Completed task sheets are to be forwarded to the Preventative Maintenance Program Group.

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- 4.7.3 Ensure that the Building 100 medical equipment and supplies are checked per Attachment 5.6, Building 100 Medical Equipment and Supplies.
- 4.7.4 Ensure the following cabinets are checked in accordance with the instructions outlined in Attachment 5.3, Hospital Radiological Emergency Kits:

Hospital Radiological Emergency Kits:

Locations:

- Kadlec Medical Center, Emergency Room Storage Cabinet
 - Kennewick General Hospital, Emergency Room Entrance Area
 - Our Lady of Lourdes, Nuclear Medicine Area
- 4.7.5 Ensure the Emergency Phone Directory is maintained per the instructions outlined in Attachment 5.4, Emergency Planner Communications System Tests.
- 4.7.6 Ensure the dedicated telephone lines are checked per the instructions outlined in Attachment 5.4, Emergency Planner Communications System Tests.
- 4.7.7 Ensure the Emergency Response Data System (ERDS) is tested quarterly as outlined in Attachment 5.5, Communications System Tests.
- 4.7.8 Hardware or software changes that affect transmitted ERDS data points identified in Attachment 5.10 shall be provided to NRC within 30 days after the change is made.
- 4.7.9 Hardware or software changes, except data point modifications, that could affect ERDS data transmission format or computer communication protocol with ERDS shall be provided to NRC at least 30 days prior to implementing the modification.
- 4.7.10 Monitor compliance with this procedure's requirements, and take action to ensure discrepancies are corrected. Auditable records of performance of all required checks are located in the Scheduled Maintenance System portion of the Passport work control module.

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5.0 ATTACHMENTS

- 5.1 Columbia Generating Station Emergency Equipment
- 5.2 EOF/ENOC Emergency Equipment
- 5.3 Hospital Radiological Emergency Kits
- 5.4 Emergency Planner Communications System Tests
- 5.5 Communications System Tests
- 5.6 Building 100 Medical Equipment and Supplies
- 5.7 Emergency Center Equipment and Supplies
- 5.8 Ventilation Radiation Monitoring
- 5.9 Facilities Systems Tests
- 5.10 Emergency Response Data System (ERDS)

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COLUMBIA GENERATING STATION EMERGENCY EQUIPMENT

5.1-1	Fire Brigade Stations	{3.1}
5.1-2	Decontamination Kits	{3.1}
5.1-3	First Aid Kit, Type A	{3.1}
5.1-4	First Aid Kit, Type B	{3.1}
5.1-5	Emergency Protective Equipment Kit (TSC)	{3.1}
5.1-6	Plant Emergency Alerting Signals	
5.1-7	Emergency Protective Equipment Kit (OSC)	

Attachment 5.1

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ITEMS IN/NEAR
FIRE BRIGADE STATIONS

{R-6917, R-10307,
R-10311, R-6918}

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u>
Battery, 6 Volt Lantern		5
Bolt Cutter		1
Chain Wrench		1
Sledge		1
Fire Axe		1
Pinch Bar		1
Hacksaw Frame/Blade		1
Pocket Knife		1
Spanner Wrench		5
Pipe Wrench		2
6 Volt Lantern		5
Nylon Rope, 100 feet		1
Leather Gloves		5 Pair
Firefighter Turnout Gear		
- Boots		15 Pair
- Coats		15
- Gloves		15 Pair
- Helmet/Shield/light w/batteries		15
Personal Alert Safety System (PASS) devices		10
SCOTT Self Contained Breathing Apparatus	10	10
SCOTT Spare Cylinders	20	20
Stretcher		1
Smoke evacuation fan and exhaust trunk		1
* Radios (Motorola HT-1000) on charger		6
* Radio batteries (alkaline)		6
Megaphone		1

* Items only found at TG 441', Station 1

Attachment 5.1-1
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ITEMS IN/NEAR
FIRE BRIGADE STATIONS

{R-6917, R-10307,
R-10311, R-6918}

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u>
* Fire Brigade Leader cart, including:		1
- Spanner wrenches		2
- Pipe Wrench		1
- Nylon rope, 100 feet		1
- Gloves (one Large, one XL)		2 pair
- Nomex hoods		2
- Power Block Pre-fire Plans		1 set
- Radios		2
- Radio batteries		2
- Flashlights, 6V lantern		2
- Batteries, 6V		2
- Flashlights, helmet style		2
- Hose nozzle (with ball shut off valve)		1
- Mechanical timers		2
- Dry erase board		1
- Telephone, with cord		1

* Items only found at TG 441', Station 1

Attachment 5.1-1
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ITEMS IN/NEAR
FIRE BRIGADE STATIONS (Cont.)

EMERGENCY RESPONSE VAN

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
1 1/2" hose - 200 feet	1	1
2 1/2" hose - 300 feet	1	2
1 1/2" Adjustable Fog Nozzles	1	2
Hydrant Wrench	1	2
2 1/2" x 1 1/2" x 1 1/2" Gated Wye		1
2 1/2" Gate Valve		1
20# ABC Extinguisher	1	2
Foaming agent		4
Foaming agent eductor		1
Halon Extinguisher		1

+ Includes required quantities

Attachment 5.1-1
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INSTRUCTIONS
FIRE BRIGADE STATIONS (Cont.)

Passport Activity: FPSYS108

Locations:

- Kit 1E - 441' elevation, Turbine Building, Fire Brigade Station 1
- Kit 2E - Building 62, Fire Brigade Station 2
- Kit 3E - Fire Response Van - Protected Area

Monthly (and after use):

NOTE:

- SCBA's are inspected monthly under Work Item HPSCHD105.
- FSAR Appendix F requires one hour of spare air for each SCBA unit. Credit is allowed for spare cylinders at other staging locations on site to meet required inventory minimum quantities, provided one hour of spare air is available for all required inventory SCBA units.

SCBA's

- Verify that the seal on the SCBA containers is intact.
If it is not then inspect the SCBA as follows:
 - Verify the calibration date on the SCBA regulator will not be exceeded prior to its next check
 - Verify spare air cylinders full, GTE 4000 psi
 - Inspect Scott Air Packs
 - Reseal cabinet/case when done

Remainder of equipment:

- Verify calibration/expiration dates will not be exceeded prior to next monthly check.
- Inventory contents and ensure required quantities are correct
- Perform operational checks
 - Six-volt battery lanterns/flashlights
- Check physical condition of station/van contents and replace items, as necessary

Attachment 5.1-1
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ITEMS IN/NEAR
DECONTAMINATION KITS

{R-5756}

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Body Outline Forms	4	6
Facial Tissue		2 Boxes
Cotton Rolls or Balls		2 Boxes
Cotton Tip Applicators		100
Liquid soap		1 Bottle
Washcloths		25
Procedures	1 Set	1 Set
Masking Tape		1 Roll
Disposable Cups		25
Plastic Bags		10
Sample Envelopes		20
Scissor		1
Skin Conditioner		1 Jar
Soft Scrub Brush		2
Nail Brush		1
Surgical Gloves		10 Pair
Toweling (487' RW only)		1 Set

+ Includes required quantities.

Attachment 5.1-2
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INSTRUCTIONS
DECONTAMINATION KITS (Cont.)

Passport Activity: HPSCHD114

Locations:

- Kit 1D - Radwaste Building, 487' elevation, Men's Locker Room
- Kit 2D - Radwaste Building, 487' elevation, Women's Locker Room
- Kit 3D - Service Building, 441' elevation, Emergency Equipment Area

Quarterly (and after use):

- Inventory contents and ensure required quantities are correct.
- Verify expiration dates on chemicals will not be exceeded prior to next quarterly check.
- Check physical condition of cabinet contents and replace items, as necessary.
- Insert changes in procedure book and update all forms.

Attachment 5.1-2
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ITEMS IN/NEAR
FIRST AID KIT - TYPE A (SILVER BOX)

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED +</u>
Clam Shell		1
Spider Strap		1
Kendrick Extraction Device (K.E.D.)		1
Emergency Life Saving Kit (set of airways)		1
Burnsheets		2
Ladder Splints		2
Ambulance Blankets		2
Disposable Obstetrical Kit		1
"SAM" Splints		2
Towels (Terry Cloth)		2
Ring Cutter		1
Stiff Neck Device (1 each in sizes - Noneck, Short, Regular, Tall)		4
Sager Traction Splint		1
Large Bio-Hazard Bag		1
Face Shield		3
Gown, Infection Control		2
Body Fluid Clean-up Kit		2
Stretcher		1

+ Includes required quantities

Attachment 5.1-3
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INSTRUCTIONS
FIRST AID KIT - TYPE A (SILVER BOX) (Cont.)

Passport Activity: FPSYS108

Locations:

- Kit 1FA - 441' elevation, Turbine Building Fire Brigade Station 1
- Kit 2FA - Building 62, Fire Brigade Station 2
- Kit 3FA - 501' elevation, Turbine Building Corridor

Monthly (and after use):

- Inventory contents
- Check physical condition of contents and replace items, as necessary

Attachment 5.1-3
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ITEMS IN/NEAR
FIRST AID KIT - TYPE B (TRAUMA KIT)

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Extraction Scissor		2
Tweezers		1
Penlight		2
Multi-trauma Dressing		4
Surgical Gloves		5 pair
Face Shield		5
Adhesive Tape		2 rolls
Band-Aids		10
Triangular Bandage		12
Eye Pads		6
Cold Packs		2
4" x 4" Dressing		5
Blankets (Disposable)		2
CPR Micro-Shields/Pocket Mask		3
Oxygen Cylinder (with kit)		1
Air Passage BVM and V-Vac		1
Gauze, 4 or 5 inch rolls		10
Blood Pressure Kit		1
Stethoscope		1
Saline Solution		1 bottle
Burn Sheet		1
Bio-Hazard Bags		3
Instant Glucose		1 tube
Patient Information Sheet		5
Gown, Infection Control		2
Body Fluid Clean-up Kit		1

+ Includes required quantity.

Attachment 5.1-4
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INSTRUCTIONS
FIRST AID KIT - TYPE B. TRAUMA (Cont.)

Passport Activity: FPSYS108

Locations:

- Kit 1FB - 441' elevation, Turbine Building, Fire Brigade Station 1
- Kit 2FB - Building 62, Fire Brigade Station 2
- Kit 3FB - 501' elevation, Turbine Building Corridor
- Kit 4FB - 467' elevation, Radwaste Control Room

Monthly (and after use):

- Inventory contents.
- Check physical condition of contents and replace items, as necessary.
- Verify oxygen cylinder is full (needle in green band). If low, replace with a full one.
- Perform operational check on penlights, (if dim or not working and a disposable type, replace).

Attachment 5.1-4
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ITEMS IN/NEAR
EMERGENCY PROTECTIVE EQUIPMENT KIT (TSC)

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Protective Clothing	10 sets	25 sets
- Coveralls		
- Hoods/caps		
- Plastic Booties		
- Rubber Boots		
- Rubber Gloves		
- Glove Liners		
Respirators (particulate)	10, (2 small, 2 large)	25
Combination Filters		
(respirator)	20	50
Pocket Dosimeters	10	25
Dosimeter Charger		1
Duct Tape		1 roll
Masking Tape		1 roll

+ Includes required quantities.

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INSTRUCTIONS
EMERGENCY PROTECTIVE EQUIPMENT KIT (TSC) (Cont.)

Passport Activity: HPSCHD6

Location:

- Technical Support Center

Monthly (and after use):

- Verify that the respirators have been inspected within the past month.
- Inventory contents and ensure required quantities are correct.
- Perform operational checks
 - Dosimeter charger
 - Dosimeters (re-zero)
- Check physical condition of cabinet contents and replace items, as necessary

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PLANT EMERGENCY ALERTING SIGNALS

Passport Activity: EMERG.ALERT SYSTEM

Location: Control Room

Monthly: (Required) Perform operational check.

The following demonstrations should be immediately preceded by voice announcement over the high power public address system.

Demonstrations should be conducted on all shifts on the first day of each month, at approximate times as follows:

Day Shift - 1400

Mid Shift - 0200

The following public address format should be adhered to:

A. Alerting Tone:

- Announce: "This is a demonstration of the ALERTING TONE. This is a demonstration of the ALERTING TONE."
- Sound the ALERTING TONE (pulsed tone-constant level) for approximately 5 seconds seconds by depressing the "ALERT" push button.
- Stop the ALERTING TONE by depressing the "CAN-CEL" push button.
- Announce: "This concludes the demonstration of the ALERTING TONE."
- "This concludes all signal demonstrations, regard all further signals as real."

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ITEMS IN/NEAR
EMERGENCY PROTECTIVE EQUIPMENT KIT (OSC)

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Protective Clothing:		
Large	5	
XL	20	
XXL	10	
Gloves, size 8/9	35	
Totes:		
Large	15	
XL	20	
Glove Liners	50	
Disposable Shoe Covers	50	
Skull Caps	35	
Hoods	35	
Paper PCs	1 box	
Plastic PCs	1 box	
Masking Tape	5 rolls	
Battery Powered Air Samplers	0	3
2" Filter Paper	1 box	
Scott Air Packs	4	4
Spare air, per each SCBA unit	1 hr	1 hr
CAM, AC Powered	1	1
Silver Zeolite Cartridge	6	6
Area Radiation Monitor	1	

INSTRUCTIONS
EMERGENCY PROTECTIVE EQUIPMENT KIT (OSC) (Cont'd)

Passport Activity: HPSCHDOSCPCKIT

Location:

- Operations Support Center

Annually (and after use)

- Inventory contents and ensure required quantities are correct
- Replace all rubber protective clothing and masking tape

Monthly (and after use)

- Inventory instrumentation and ensure required quantities are correct
- Verify the number of silver zeolite cartridges are available
- Ensure expiration date of Silver Zeolite Cartridges will not be exceeded prior to the next quarterly check; however:
 - If contained in manufacturer's sealed bags, cartridges are good for ten years;
 - If contained in other than manufacturer's sealed bags, cartridges are good for one year.
 - Replace as required.
- Verify calibration dates will not be exceeded prior to the next monthly check, and replace as necessary:
 - HP Instrumentation
- Perform operational checks on the following equipment:
 - Area Radiation Monitor
 - AMS-3 CAM
 - Battery Powered Air Samplers

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EOF/ENOC EMERGENCY EQUIPMENT

- 5.2-1 Field Sampling Kit
- 5.2-2 Protective Clothing Kit
- 5.2-3 Air Sampling Kit
- 5.2-4 Instrumentation Kit
- 5.2-5 Decon Cabinet
- 5.2-6 Extra Protective Clothing
- 5.2-7 River Evacuation Monitoring Kit
- 5.2-8 River Evacuation Decontamination Kit
- 5.2-9 Decon Storage Area
- 5.2-10 Equipment for PASS

Attachment 5.2

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ITEMS IN/NEAR
FIELD SAMPLING KIT

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Case for Equipment		1
Plastic Bags (assorted)		60
Cubitainers (1 gallon)		15
Rubber Gloves		4 pair
Digging Tools (small)		3
Felt Tip Marker (permanent)		4
Note Pads (3x5)		3
Pens (black)		3
Masking Tape (2")		1 roll
Cutting Shears		1
Rubber Bands		1 box
Paper Towels		1 pkg.
Disposable Gloves		2 boxes
Smears and Holders		100
Radiation Signs		3
Barricade Tape		1 roll
Pocket Knife		1
Syphon Pump		1

+ Includes required quantities.

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INSTRUCTIONS
FIELD SAMPLING KIT (Cont.)

Passport Activities: FIELD SAMPLE KIT 1FS
 FIELD SAMPLE KIT 2FS
 FIELD SAMPLE KIT 3FS
 FIELD SAMPLE KIT 4FS

Locations:

- Kit 1FS - Field Team Cabinet Number 1, PSF Ambulance Garage
- Kit 2FS - Field Team Cabinet Number 2, PSF Ambulance Garage
- Kit 3FS - Field Team Cabinet Number 3, PSF Ambulance Garage
- Kit 4FS - ENOC, Cabinet Number 4, MPF, 1st Floor, Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.

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ITEMS IN/NEAR
PROTECTIVE CLOTHING KIT

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Case for Equipment		1
Hoods	2	3
Coveralls	2	3
Rubber Gloves	2 pair	3 pair
Rubber Boots	2 pair	3 pair
Masking Tape (2")	1 roll	2 rolls
Rain Suits		3
Razor and Shaving Cream		1 set
Plastic Bags		Assorted
Skull caps		3
Cotton glove liners		1 pkg.

+ Includes required quantities.

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INSTRUCTIONS
PROTECTIVE CLOTHING KIT (Cont.)

Passport Activities: PC KIT 1PC
 PC KIT 2PC
 PC KIT 3PC
 PC KIT 4PC

Locations:

- Kit 1PC - Field Team Cabinet Number 1, PSF Ambulance Garage
- Kit 2PC - Field Team Cabinet Number 2, PSF Ambulance Garage
- Kit 3PC - Field Team Cabinet Number 3, PSF Ambulance Garage
- Kit 4PC - ENOC, Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.

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ITEMS IN/NEAR
AIR SAMPLING KIT

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Case for Equipment		1
Portable Air Sampler	1	1
Model H809C Air Sampler Manual		1
Paper Filters	25	100
Note Pads (3x5)		3
Pens (Black)		3
Charcoal Cartridges	3	6
Tweezers		1
Silver Zeolite Cartridges	3	6
Spare Fuse		1
Stopwatch		1
Alligator Forceps		1

+ Includes required quantities.

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INSTRUCTIONS
AIR SAMPLING KIT (Cont.)

Passport Activities: AIR SAMPLE KIT 1AS
 AIR SAMPLE KIT 2AS
 AIR SAMPLE KIT 3AS
 AIR SAMPLE KIT 4AS

Locations:

- Kit 1AS - Field Team Cabinet Number 1, PSF Ambulance Garage
- Kit 2AS - Field Team Cabinet Number 2, PSF Ambulance Garage
- Kit 3AS - Field Team Cabinet Number 3, PSF Ambulance Garage
- Kit 4AS - ENOC, Cabinet Number 4, MPF, 1st Floor, Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary .
- Verify air sampler calibration date will not be exceeded prior to the next quarterly check. Replace with a fresh calibrated air sampler as needed.
- Start-up air sampler.
- Perform operational check of stopwatch.
- Ensure expiration date of Silver Zeolite Cartridges will not be exceeded prior to the next quarterly check; however:
 - If contained in manufacturer's sealed bags, cartridges are good for ten years;
 - If contained in other than manufacturer's sealed bags, cartridges are good for one year.
 - Replace as required.
- Verify charcoal packets are sealed and if not sealed, replace.

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**ITEMS IN/NEAR
INSTRUMENTATION KIT**

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED +</u>
Case for Equipment		1
Low Range Dose Rate Meter (MicroR)	1	1
High Range Dose Rate Meter (Ion Chamber)	1	1
Count Rate Meter (w/G-M Pancake Probe)	1	1
Portable Radio (located in radio storage cabinet)	2	
Radio battery (1 in kit, 1 in radio storage cabinet)	2	
++ Check Source Cs-137		1
KI Tablets	2 bottles	2 bottles
Calculator		1
D-Cell Batteries		8
9-Volt Batteries		4
Note Pads (3x5)		3
Pens (black)		3
Battery Lantern (D - Cell)		1
Flashlight		1
Packet Containing (In lid pocket of equipment case)		1
- Credit Card		1
Wood Stakes, Survey Markers (In Cabinet)		10
First Aid Kit (In Cabinet)		1

+ Includes required quantities.

++ Source is stored in a shielded container (pig) in the radio storage cabinet

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INSTRUCTIONS
INSTRUMENTATION KIT (Cont.)

Passport Activities: QTRLY INST KIT 1IK
 QTRLY INST KIT 2IK
 QTRLY INST KIT 3IK
 QTRLY INST KIT 4IK
 CHANGEOUT RADIOS

Locations:

- Kit 1IK - Field Team Cabinet Number 1, PSF Ambulance Garage
- Kit 2IK - Field Team Cabinet Number 2, PSF Ambulance Garage
- Kit 3IK - Field Team Cabinet Number 3, PSF Ambulance Garage
- Kit 4IK - ENOC, Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (and if used or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.
- Ensure portable instrument calibration dates will not be exceeded prior to the next quarterly check. Replace with fresh calibrated instruments as needed.
- Perform operational checks:
 - Portable instruments (battery check)
 - Calculator
 - Battery lantern
 - Flashlight
- Ensure expiration dates will not be exceeded prior to the next quarterly check:
 - Credit cards
 - Iodine tablets

Annually:

- Replace radios (obtain replacement radios and batteries from radio/battery charging unit in PSF Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check).

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ITEMS IN/NEAR
DECON CABINET

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Skin/Clothing Contamination Report (968-24080)		20
Clip board		1
Red markers		1
Black markers		5
Ink pens		3
3" x 5" note pads		3
Smears		1,000
Masking tape		1 roll
Cotton tip applicators		2,000
Yellow magenta tape		1
Bottles Pax-land soap		2
Scrubbing sponges		2
Lava soap		1
Ivory soap		2
Soft scrub brushes		2
Moist towelettes		200
4" x 4" gauze sponges		200
3" x 3" gauze sponges		300
Scissors		1
Paper towels		500
Blank signs		5
Paper coveralls		6
Rubber gloves		6 pr
Plastic booties		20 pr
Count Rate Meter (w/Alpha Probe)		1
Count Rate Meter (w/G-M Pancake Probe)		1
Yellow plastic bags		20
Clear plastic bags		20
Extra soap		2
Kim Wipe Tissue		1 box
Small Disposable Cups		1 box
Saline Solution		1 bottle
+ + Camera, Polaroid (Mod. Impulse) with film		1
Tape Recorder, Dictaphone (Mod. 1252)		1

- + Includes required quantities.
 ++ Ensure film has not exceeded its expiration date

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INSTRUCTIONS
DECON CABINET (Cont.)

Passport Activity: DECON CABINET

Location:

- DC - Emergency Cabinet Number 14, PSF Decon Shower Area

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check, and replace as needed:
 - Portable instrument
 - Chemicals
- Perform operational check on portable instruments (battery check).

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ITEMS IN/NEAR
EXTRA PROTECTIVE CLOTHING

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Case for Equipment		1
Coveralls		25
Plastic Shoe Covers		20 Pairs
Disposable Gloves		1 Box
Rubber Gloves		5 Pair
Hoods		12
Masking Tape		5 Rolls
Rubber Boots		2 Pair

+ Includes required quantities.

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INSTRUCTIONS
EXTRA PROTECTIVE CLOTHING (Cont.)

Passport Activities: EXTRA PC KIT 1XP
 QTRLY CHK PC KIT 2PC

Location:

- Kit 1XP - Emergency Cabinet Number 6, PSF Ambulance Garage
- Kit 2XP - Emergency Cabinet Number 6, PSF Ambulance Garage

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.

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ITEMS IN/NEAR
RIVER EVACUATION MONITORING KIT

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Dosimeter Charger		1
Pocket Dosimeter:		
0-5 R	2	3
0-500 mR	2	3
High Range Dose Rate Meter (Ion Chamber)	1	1
Low Range Dose Rate Meter (microR)	1	1
++ Check Source		1
KI Tablets	2 bottles	2 bottles
Coveralls		3 pair
Hoods		3
Shoe covers		3 pair
Rubber gloves		3
Surgical gloves		1 box
Rain suits		3
Tape, masking		1 roll
Pens		5
Portable Radio	1	1
Radio headset		1
Writing Tablet		1
Personnel Exposure Record		5
Emergency Response Log (968-23895)		1 Pad

- + Includes required quantity.
++ Source is stored in a shielded container (pig).

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INSTRUCTIONS
RIVER EVACUATION MONITORING KIT (Cont.)

Passport Activities: RIVER EVAC MON KIT
 CHANGEOUT RADIOS

Location:

- Kit 1RM - Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (or after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check and replace as needed:
 - Potassium Iodide (KI) tablets
 - Dose rate meter
- Perform operational checks:
 - Portable instrument (battery check)
 - Dosimeter charger
 - Radio

Annually

- Replace radio and batteries. (Obtain replacement radio and batteries from radio/battery charging unit in PSF Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check.)

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ITEMS IN/NEAR
RIVER EVACUATION DECONTAMINATION KIT

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED +</u>
Dosimeter Charger		1
Pocket Dosimeter:		
0-5 R	2	3
0-500 mR	2	3
Bucket (in Cabinet)		1
Sponges		5
Soap		2
Toweling, disposable		10
Ribbon, Rad. Barrier		2 rolls
Signs, Rad. Warning w/inserts		4
Coveralls	2	5
Hoods	2	5
Shoe covers	2 pair	5 pair
Rubber gloves	2 pair	10 pair
Surgical gloves		1 box
Rain suits		3
Tape		1 roll
Plastic bags (50 gal. yellow)		2
Count Rate Meter		
(w/G-M Pancake Probe)	1	1
++ Check Source		1
Portable Radio	1	1
KI Tablets	2 bottles	2 bottles
Pens		5

- + Includes required quantity.
++ Source is stored in a shielded container (pig).

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INSTRUCTIONS
RIVER EVACUATION DECONTAMINATION KIT (Cont.)

Passport Activities: RIVER EVAC DECON KIT
 CHANGEOUT RADIOS

Location:

- Kit 1RD - Emergency Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary. If otherwise in good condition, it is not necessary to open sealed containers to count individual items.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check and replace as needed:
 - Portable instruments
 - Potassium Iodide (KI) tablets
- Perform operational checks:
 - Portable instrument (battery check)
 - Dosimeter charger
 - Radio

Annually:

- Replace radio and batteries. (Obtain replacement radio and batteries from radio/battery charging unit in PSF Room 118A cabinet next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check.)

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ITEMS IN/NEAR
DECON STORAGE AREA

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED +</u>
Stanchions		20
Rad. Rope spools		2
Rad. signs w/asst. inserts		20
Coveralls		4 cases
Protective clothing		20 sets
Rubber boots		10 pair
Rain suits		25
Plastic booties (yellow)		1 case
Totes (shoe covers)		100 pair
Rubber gloves		100 pair
Cotton glove liners		200 pair
Surgical gloves		5 boxes
Duct tape		20 rolls
Check source		1
Count Rate Meter (w/GM Pancake Probe)	1	3
Extra Probes/cables		3
High Range Dose Rate Meter (Ion Chamber)	1	2
Liquid soap		1 case
Granular hand soap		5 lbs
Cotton applicators		1 box
Envelopes (3" x 5")		1 box
Surgical scrub brushes		20
Smears		2 boxes
Plastic bags (50 gal., yellow)		2 rolls
Plastic bags (12" x 24", yellow)		1 roll
KI Tablets	3 bottles	3 bottles
Sponges		50
Buckets		6
Toweling		2 cases
Blankets		24
Collapsible water containers (1 gal)		5
Dosimeter Charger (with spare battery)		1
Vacuum Cleaners (12 volt)		3
Step off pads		2
+ Includes required quantities.		

ITEMS IN/NEAR
DECON STORAGE AREA (Cont.)

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED</u> +
Ground Cover		1
Pocket Dosimeter (0-500 mR)		4
Legal pads		1 box
Pens		2 boxes
Clipboards		5
Emergency Response Log (968-23895)		1 pad

+ Includes required quantities.

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INSTRUCTIONS
DECON STORAGE AREA (Cont.)

Passport Activity: DECON SUPPLIES

Location:

- MPF Room 1-208A

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check and replace as needed:
 - Portable instruments
 - Chemicals
 - Iodine Tablets
- Perform operational checks:
 - Portable instrument (battery check)
 - Dosimeter charger

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EQUIPMENT FOR PASS

Passport Activity: EOF EQUIPMENT PASS

<u>Locations:</u>		<u>REQUIRED</u>	<u>DESIRED</u> +
Hoist - Crane	- (Ambulance Bay)	1	1
Ramp	- (Counting Room)		1
Handle for Cask	- (Counting Room)		1
Tongs	- (Chemistry Lab)	1	2
Syringes and Needles	- (Chemistry Lab)		4
Serum Bottles	- (Chemistry Lab)		4
pH Meter Probe	- (Chemistry Lab)	1	1

Quarterly:

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary

+ Includes required quantities.

Attachment 5.2-10

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CONTENTS

HOSPITAL RADIOLOGICAL EMERGENCY KIT

<u>ITEM</u>	<u>REQUIRED</u>	<u>DESIRED +</u>
Action Cards Set		1
Body Outline Sketches		5
Clipboard		1
Marking Pens		2
Masking Tape (2") Rolls		2
Paper or Plastic Floor Covering Kit		1
Paper Pads (Note Pads)		2
Pencils and/or Pens		6
Plastic (cover Air Inlets and equipment)		Assorted
Procedures		4 copies
Radiation Control Signs		5
Radiation Rope		Assorted
Radiation Tags		5
Radiation Tape		1 Roll
Scissor		1
Smears and Envelopes		25
Count Rate Meter (w/G-M Pancake Probe)	1	1
Dose Rate Meter	1	1
TLDs (Includes 1 Control TLD)		7
Decontamination Kit		1
-Bulb Syringe		
-Ivory Soap		
-Hand Brush		
-Lava Soap		
-Potassium Permanganate		
Protective Clothing Sets		6
-Coveralls		
-Hood		
-Shoe Covers		
-Surgeon Gloves & Masks		
-Plastic Bags		8

+ Includes required quantities.

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INSTRUCTIONS

HOSPITAL RADIOLOGICAL EMERGENCY KIT

PTL Activities: KADLEC EMERGENCY KIT, R 153967
KENNEWICK EMERGENCY KIT, R 153968
LOURDES EMERGENCY KIT, R 153969

Locations:

- Kit 1HK - Kadlec Medical Center Emergency Room Storage Cabinet
- Kit 2HK - Kennewick General Hospital Emergency Room Entrance Area
- Kit 3HK - Our Lady of Lourdes Hospital Nuclear Medicine Area

Quarterly (and after each use):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace items, as needed.
- Ensure portable instrument calibration and TLD dates will not be exceeded prior to quarterly check.
- Verify that all procedures and action cards are the current revision.

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EMERGENCY PLANNER COMMUNICATIONS SYSTEM TESTS

PASSPORT Activities: OFFSITE COMM DRILL

PTL Activity: NRC PHONE TESTING, R 153957
PHONE LIST, R 153960

Monthly: (Required)

- Perform test (by two-way communication) of the following dedicated telephone lines:
 1. Crash System - establish ring-down and two-way communications satisfactorily between the Security Communications Center (SCC) and:
 - a. Control Room
 - b. State of Washington
 - c. Benton County
 - d. Franklin County
 - e. Department of Energy - Hanford Operations
 2. NRC Off-Site Emergency Notification System (ENS) - establish two-way communications satisfactorily between the USNRC Operations Center and:
 - a. Control Room
 - b. Technical Support Center (TSC)
 - c. Emergency Operations Facility (EOF)
 3. NRC Health Physics Network (HPN);
Reactor Safety Counterpart Link (RSCL);
Protective Measures Counterpart Link (PMCL); and
Management Counterpart Link (MCL) - establish these two-way communications satisfactorily at the:
 - a. Control Room
 - b. Technical Support Center (TSC)
 - c. Emergency Operations Facility (EOF)

NOTE: Report unsatisfactory test results on Items 2 and 3 to the NRC Operations Center, via standard telephone using the numbers provided in the Emergency Phone Directory.

- Verify backup meteorological sources are available per PPM 13.8.1 and 13.8.2.

Quarterly:

- Verify accuracy of Emergency Phone Directory. Revise and reissue, as needed.

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COMMUNICATIONS SYSTEM TESTS

Passport Activities: EMERG.FAX TEST
SIREN POLLING TEST
EXCLUSION AREA SIREN
DEDICATED PHONE TEST
OPSSCHD135
EOF RADIOS
CHANGEOUT RADIOS
OSC RADIO BATTERIES
AAP CONSOLE
COMM CONSOLE #2
COMM CONSOLE #3
EOF RADIOS
RADIO CONTROLLERS

PTL Activities: ERDS Test, R 150208
Pager Test, R 153965
NRC Phone Testing, R 153957
Data Circuit Testing, R 153956

A. Facsimile Network (Required)

Locations:

- Control Room
- Technical Support System
- Security Communications Center (SCC)
- Emergency Operations Facility
- Joint Information Center
- State of Washington Emergency Operations Center
- Benton County Emergency Operations Center
- Franklin County Emergency Operations Center
- Department of Energy-Richland (DOE-RL)

Monthly:

- Perform operational check of the facsimile transmission network by two-way transmission.

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COMMUNICATIONS SYSTEM TESTS (Cont.)

B. Siren System (Required)

Monthly:

- Document performance of bimonthly siren system status tests.

NOTE: Growl testing is not applicable to this siren system.

Annually

- Perform full operational test of siren system.

C. Dedicated Telephone Systems (Required)

Monthly:

- Test all lines of the following:
 - Emergency Response Crash System
 - Emergency Response Dial-up System
 - Emergency Response Ring-down System

Quarterly:

- Test all lines of the following:
 - Emergency Response Public Information Officer Network

D. Data Circuits (Required)

Monthly:

- Check status of data circuits between Energy Northwest facilities by ensuring terminals in the TSC and EOF are accessing plant data. {3.4}

Quarterly

- Perform ERDS testing. Refer to EPI-15.

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COMMUNICATIONS SYSTEM TESTS (Cont.)

E. Field Team Radios (Required)

Monthly

- Perform operational check on portable radios and batteries.

Annually:

- Check per FCC requirements.

G. Fire Brigade Team Equipment (Required)

Monthly:

- Perform operational checks on portable radios (OSC).

Annually:

- Perform operational FCC checks on portable radios (OSC).

H. Communication Consoles (Required)

Locations:

- 1CC - Security Communications Center (1)
- 2CC - Central Alarm Station (1)
- 3CC - Secondary Alarm Station (1)
- 4CC - EOF Logistics Area (3)

Monthly:

- Perform operational check (by two-way transmission) on all channels.

I. Pagers (Required)

Quarterly:

- Perform quarterly activation test.

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COMMUNICATIONS SYSTEM TESTS (Cont.)

J. Auto Dialer (Required)

Quarterly:

- Perform quarterly activation test.

K. Radio Controllers (Required)

Locations:

- DOE Safety, Station 51- Dose Assessment
- Field Monitoring, KNBG 237 - Dose Assessment
- LERN Channel, KOM 785 - Logistics Area
- Security Area Wide Channel, KZI 509 - Logistics Area
- TSC1 - Technical Support Center
- TSC2 - Technical Support Center
- RSD1 - Remote Shutdown Room
- OSC1 - Operations Support Center

Monthly

- Perform two-way transmission check on all channels.

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BUILDING 100 MEDICAL EQUIPMENT AND SUPPLIES

ITEMS IN/NEAR

Building 100

Minimum

Supplies:

Alcohol Pads	1 box
Betadine Pads	1 box
4x4 gauze sponges	1 box
CPR Barriers	1
Assorted sizes of Band-Aids	1 box
Blood Pressure Cuffs	2
Stethoscopes	2
Sterile Water	1 bottle
Assorted sizes of Bandage Tape	1 box
Cotton Balls	1 box
Tubular Elastic Dressings	1 box
Convenience Bags	1
Infection Control Clean-up Kit	1
Cotton Tipped Applicators	1 box
ACE Wraps	2
O2 Masks with tubing	2
Airways	6
Trauma Dressing	2
Burn Sheet	1
Obstetric Kit	1
Oxygen Cylinder	1
Gloves	1 box
Hydrogen Peroxide	1
Hot/cold Packs	1 box
Gauze, 4 or 5 inch rolls	5
Topical antibiotic ointment	2 tubes

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INSTRUCTIONS

BUILDING 100 MEDICAL EQUIPMENT AND SUPPLIES (Cont.)

PTL: R-161201

Quarterly (and after major use):

- Verify oxygen cylinder full (needle is the green band). If low, replace with full one.
- Check oxygen regulator.
- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace items, as necessary.
- Ensure expiration/calibration dates of equipment/supplies will not be exceeded prior to next quarterly check.
- Perform operational checks as appropriate.

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EMERGENCY CENTER EQUIPMENT AND SUPPLIES

- 5.7-1 Instructions Emergency Centers
- 5.7-2 Control Room Inventory List
- 5.7-3 Technical Support Center Inventory List
- 5.7-4 Operations Support Center Inventory List
- 5.7-5 Emergency Operations Facility Inventory List
- 5.7-6 Alternate EOF Inventory List
- 5.7-7 Security Communications Center Inventory List
- 5.7-8 EOF Engineering Library Inventory List
- 5.7-9 Joint Information Center Inventory List

Attachment 5.7

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INSTRUCTIONS
EMERGENCY CENTERS

Quarterly:

- Perform inventory and ensure required quantities are correct.
- When performing the EOF inventory, take the Global Position System (GPS) units outside and turn them on to refresh the memory. Turn the power off when done.
- Check physical condition of center contents.
- Verify potassium iodide (if present) will not exceed expiration date prior to next quarterly check.
- Perform operational checks on center contents as appropriate to insure all listed equipment is functional.
- Arrange replacement of missing items, as necessary.

NOTE: No equipment inventory is established for an Alternate OSC because its location will be determined by plant conditions. Therefore, the person in charge at the OSC and support personnel that are requested to staff the Alternate OSC will need to determine what equipment should be relocated from the primary OSC to the Alternate OSC location.

Attachment 5.7-1

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CONTROL ROOM

Passport Activity: OPSSCHD164

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired +</u>
Columbia Generating Station Emergency Plan (Shift Manager's Office)		1
Emergency Plan Implementing Procedures (Vol. 13) (One in MCR, one in Shift Manager's Office)	1 Set	2 Sets
Technical Support Guidelines (TSG) (Six binders in Shift Managers Office)		1 Set
Emergency Phone Directory (One in Shift Manager's Office, one in CRS Desk)	1	2
Classification Notification Forms (968-24075)	25	50
After Action Report Forms		25
Emergency Response Log (968-23895)		1 Pad
Potassium Iodide Bottles (Shift Manager's Desk)	30 Bottles	50 Bottles
Facsimile Machine	1	1
Ink Cartridge HP51626A	1	2
Event Notification Worksheet, NRC Form 361 (968-25665)	25	50

+ Includes required quantities.

Attachment 5.7-2

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TECHNICAL SUPPORT CENTER

PTL Activity: TSC Inventory, R 153961

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired</u> ++
Printer/Plotter Device (HP DeskJet 1600C)	1	1
Schematic Printer (D-Scan)	1	
Aperture Card Reader/Printer	1	1
+ Emergency Response Data System (ERDS) User's Manual		1
Classification Notification Forms (968-24075)	25	50
Event Notification Worksheet, NRC Form 361 (968-25665)	25	
Repair Team Briefing/Debriefing Form (968-25560)	25	
Emergency Director Turnover Sheet (968-25810)	25	
10 Mile EPZ Dose Projection and Data Map Form (968-25831)	25	
After Action Report Forms		25
Battery powered lanterns	2	
Emergency Equipment Cabinet Key Box Mounted on Side of Cabinet (Key is there and glass front is intact)	1	
Sign in Board		1
Ten-Mile Emergency Planning/Plume Zone Map		2
Washington State Road Atlas		1
Protective Action Recommendation Flow Charts		1 Set
Site Map		1
Clock (24 hour display)		1
Electronic White Boards (Plant Status, Significant Events)		2
Containers of Miscellaneous Office Supplies (pens, pencils, tape, markers, staplers, etc.)		As Needed
Individual Position Baskets		As Required for designated positions
• Pad of paper		1
• Pad of Emergency Response Log Forms		1
• Position Badge		1
• Miscellaneous Office Supplies (pens, pencils, etc.)		As Needed

+ Custodian is Administrative Services.

++ Includes required quantities.

Attachment 5.7-3

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TECHNICAL SUPPORT CENTER

INVENTORY LIST (Cont.)

<u>Item</u>	<u>Required</u>	<u>Desired</u> ++
IBM Dose Projection PC with Monitor	1	
Laserjet Printer	1	
Full set of EOPs		1
EAL Matrix from PPM 13.1.1 (full size)		1
EAL Matrix from PPM 13.1.1 (half size)		1
Emergency Classification/Protective Action Status Board		1
System Description Manuals		1 set
FAX Machine	1	
Columbia Generating Station Emergency Plan		1
INPO Resources Manual		1
Emergency Phone Directories		4
Cordless PA Microphone		2
Scientific Calculator		2
Individual Position Specific Procedures for the Following:		
TSC Manager	1	
TSC Technical Manager	1	
Operations Manager	1	
Radiation Protection Manager	1	
Maintenance Manager	1	
Administrative Services Manager	1	
Plant/NRC Liaison	1	
Information Coordinator	1	
Chemistry/Effluent Manager	1	
TSC Manager Secretary	1	
KI tablets	25 packages	25 packages
Technical Support Guidelines (TSG)		1 set

++ Includes required quantities

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OPERATIONS SUPPORT CENTER

PTL Activity: OSC Inventory, R 153962

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired</u> ++
WNP-2 Emergency Plan		
Emergency Plan Implementing Procedures (Vol. 13)	1 Set	1 Set
Emergency Phone Directory	1	2
Shielding Evaluation Report	1	1
Sign in Board		1
Plant Status Board		1
OSC Team Locator Tiles		1
Electronic White Board		1
Site Map		1
Clock (24 hour display)		1
After Action Report Forms		25
Radio - Base Station	1	1
Radio - Portable	2	6
HP Radiation Exposure Records, Reports of Training and Medical Records		1 Set
+ Complete Set of EWD Drawings		1 Set
+ Set of AED Top Tier Drawings		1 Set
Battery - Powered Razor		1
KI Tablets	25 packages	25 packages
Individual Position Specific Procedures for the Following:		
OSC Manager	1	
HP Lead	1	
Craft Lead, Mechanical	1	
Craft Lead, I&C	1	
Craft Lead, Electrical	1	
Team Tracker	1	
Containers of Miscellaneous Office Supplies (pens, pencils, tape, markers, staplers, etc.)		As Needed
Individual Position Baskets		As Required for designated positions
• Pad of paper		1
• Pad of Emergency Response Log Forms		1
• Position Badge		1
• Miscellaneous Office Supplies (pens, pencils, etc.)		As Needed

++ Includes required quantities.

+ Maintained also as part of Clearance Order Review Committee (CORC) files.

Attachment 5.7-4

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EMERGENCY OPERATIONS FACILITY

PTL Activity: EOF Inventory, R 153964

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired +</u>
WNP-2 Emergency Plan:		2
Emergency Operations Area		
Dose Assessment Area		
Oregon WNP-2/Hanford Emergency Response Plan		1
Emergency Plan Implementing Procedures: (Vol. 13)	2 Sets	3 Sets
Emergency Operations Area		
Dose Assessment Area		
Emergency Phone Directory:	4	6
Emergency Operations Area		
Dose Assessment Area		
Logistical Support Area		
INPO Emergency Resources Manual		1
NRC Telephone Directory		1
Washington State Road Atlas		2
Sign in Boards		1 Set
System Description Manual		1 Set
Ten-Mile Emergency Planning Plume Zone Map		1
Fifty-Mile Emergency Planning Ingestion Zone Map		1
Electronic White Board		1
Plant Status Board (Electronic White Board)		1
Protective Action Checklists (SAE & GE)/PAR Flow Charts		1 Set
Station Cutaway Poster		1
Clock (24 hour display)	1	2
Individual Position Signs		As required
Classification Notification Forms (968-24075)	25	50
After Action Report Forms		50
Binder Containing Maps of Local Areas	1	1
Information Coordinator Remote Headset	1	1
Cordless Phone		2
Containers of Miscellaneous Office Supplies (pens, pencils, tape, markers, staplers, etc.)		As Needed
Individual Position Baskets		As Required for designated positions
• Pad of paper		1
• Pad of Emergency Response Log Forms		1
• Position Badge		1
• Miscellaneous Office Supplies (pens, pencils, etc.)		As Needed
Benton County Emergency Plan	1 Set	1 Set
Franklin County Radiological Emergency Response: WNP-2	1 Set	1 Set
Washington State Emergency Plan		1
FEMA Manual for Guidance on Offsite Emergency		
Radiation Measurement Systems		1
Area Radiation Monitor (Victoreen)		1
+ Includes required quantities.		

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EMERGENCY OPERATIONS FACILITY

INVENTORY LIST (Cont.)

<u>Item</u>	<u>Required</u>	<u>Desired</u> +
LAN Laser Printer	1	1
Overhead Projector		1
Dose Projection PCs	2	3
KI Tablets	75 packages	75 packages
EDPS User's Manual		1
State Response Procedures for Radiation Emergencies		1
Plant 2 Plume Exposure Pathway Field Team Map Booklets		4
Plant 2 50 Mile Ingestion Exposure EPZ Map		1
Evacuation Route/Assistance Center Map		1
Tri-Cities Map		2
SAE/GE Radiological EAL Chart		1
PPM 13.1.1 Wall Chart		1
Columbia Generating Station Site Map		1
Plume EPZ Field Team Display Map		1
Plant 2 Vicinity Map		1
Radio Console with Microphone (DOE Safety and Field Team) 2		2
Radio Console (Weather Station Monitor)		1
Radio Dispatch Headset (with push-to-talk clip-on adapters, in cabinet)		2
GPS Units		3
Packets containing Applicable Field Team Operating Procedures and Forms		6 ++
- 10 mile and 50 mile EPZ Map Books		1 in each Field Team Packet
- Clipboard with Tablet		1 in each Field Team Packet
- Emergency Response Log (968-23895)		1 in each Field Team Packet

+ Includes required quantities

++ (3 packets in MUDAC cabinet; 3 packets at the Hdqtrs/MPF cabinet, outside room 201)

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EMERGENCY OPERATIONS FACILITY

INVENTORY LIST (Cont.)

<u>Item</u>	<u>Required</u>	<u>Desired</u> +
Individual Volume 13 Procedures for the Following:	1	
EOF Manager		
Assistant EOF Manager		
Radiological Emergency Manager		
Dose Projection HP		
Engineering Manager (includes PPM 9.3.22)		
Offsite Agency Coordinator		
Site Support Manager		
Security Manager		
EOF PIO		
EOF Manager's Secretary		
Cordless PA Microphone	1	
Audio Link Headsets for Crash Phone		12
Technical Support Guidelines (TSG)		1 Set
Electronic Dosimeters, in "Enter" mode	12	

+ Includes required quantities

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ALTERNATE EOF INVENTORY LIST

PTL Activity: Alternate EOF Inventory, R 156869

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired</u>
WASH DOH State Response Procedures for Radiation Emergencies		1
Plant 2 Plume Exposure Pathway Field Team Map Booklet		1
Benton County Emergency Response Plan		1
Franklin Country Emergency Response: WNP-1		1
WASH. DEM Comprehensive Emergency Management Plan		1
Technical Support Guidelines (TSG)		1 Set
EAL Tables 3 & 4 Chart		1
PPM 13.1.1 Wall Chart		1
SAE Protective Action Checklist		1
GE Protective Action Checklist		1
Offsite PAR Flow Chart		1
Meteorological and Plume Data Status Board		1
Plume EPZ Map with Lat./Long.		1
Fifty Mile Emergency Planning Zone Map with Lat./Long.		1
Emergency Phone Directories		4
Classification Notification Forms (968-24075)		25

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SECURITY COMMUNICATIONS CENTER

PTL Activity: ALT ACCESS POINT

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired</u> +
EPIP Position Book		1 Book
Emergency Phone Directory	1	1
NEFAX Paper (Spare)		1 Roll
Classification Notification Forms (968-24075)	25	50
After Action Report Forms		25
Emergency Response Log (968-23895)		1 Pad
KI Tablets	6 packages	6 packages

+ Includes required quantities.

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EOF ENGINEERING LIBRARY

PTL Activity: EOF Records Room, R 144294

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired</u> ++
WNP-2 Emergency Plan	1	1
Shielding Evaluation Report	1	1
+ Top Tier Drawing List (E556)	1	1
Technical Specifications	1	1
Plant Operating Procedures	1 Set	1 Set
WNP-2 Final Safety Analysis Report	1 Set	1 Set
Top Tier Drawings	1 Set	1 Set
Aperture Card Reader/Printer	1	1
INPO Emergency Resources Manual		1
Set of AED/CVI Aperture Cards		1 Set
Washington State Emergency Response Plan (Controlled Manual Holder's Copy No. 73)		1
Washington State Response Procedures for Radiation Emergencies (Controlled Manual Holder's Copy No. 105)		1
Benton County Emergency Response Plan (Controlled Manual Holder's Copy No. 30)		1
Franklin Country Emergency Response: WNP-2		1

+ Quarterly

Ensure that document contains the most recent published revision.

++ Includes required quantities.

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JOINT INFORMATION CENTER

PTL Activity: JIC Equipment, R 153963

INVENTORY LIST

<u>Item</u>	<u>Required</u>	<u>Desired +</u>
WNP-2 Emergency Plan		1
Emergency Plan Implementing Procedures	1 Set	1 Set
Emergency Phone Directory	1	4
Columbia Generating Station Systems Manuals (9 Volumes)		1 Set
Media Information Packages		15
Slides Representing Plant Systems (in Auditorium Projection Booth)		1 Set
Clock		3
TV Monitor (broadcast)	1	2
AM-FM Receiver	1	1
Headphones	2	2
EBS Radio Monitor		2
Fifty-Mile Emergency Planning Ingestion Zone Map		1
Ten-Mile Emergency Planning Plume Zone Map		1
Evacuation Route/Assistance Center Map		3
After Action Report Forms		25
Emergency Response Log (968-23895)		1 Pad
Phone Team Resource Books		10
Plant Status Update (968-25918)		1 pad
Office Supplies		++

+ Includes required quantities.

++ Per posted inventory on cabinet, Room 1-222

Attachment 5.7-9

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VENTILATION RADIATION MONITORING

Passport Activity: EOF HVAC TESTING

HVAC (Required)

Location:

- Emergency Operations Facility (EOF)

Quarterly

- Perform radiological check of HVAC in accordance with HPI 7.45 with assistance from Facilities personnel for verification.
- Document this check by signing the Passport task sheet and return it to the PM Program Group.

Attachment 5.8

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FACILITIES SYSTEMS TESTS

Passport Activities: AMA CF 52
 OFMA HF 1H
 OFMA HF 1C
 EOF HVAC TESTING
 HDQTRS AND EOF DG
 HDQTRS & EOF DG, QTR

A. HVAC (Required)

Location:

- Emergency Operations Facility (EOF)

Quarterly

- Perform electrical check of HVAC in accordance with manufacturer's specifications.
- Verify radiological check with assistance from HP Operations personnel.
- Document this check by signing the Passport task sheet and return it to the PM Program Group.

B. 18 Months

- Perform Carbon and HEPA DOP tests for the applicable EOF and TSC units.

C. Diesel Generators (Required)

Locations:

- ENOC
- Kootenai/PSF/Emergency Operations Facility (EOF)
- Deschutes/Plant Engineering Facility

Monthly

- Perform load test of diesel generators in accordance with manufacturer's specifications.

Quarterly

- Verify operation of transfer switch in accordance with manufacturer's specifications.

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EMERGENCY RESPONSE DATA SYSTEM (ERDS)

Data Point Library Reference

<u>EPN</u>	<u>TDAS</u>	
APRM-CH-A	X194	{3.5} { 3.6}
CMS-H2E-1301/CMS-CP-1301	X471	
CMS-LT-6A	X354	
CMS-02E-1302/CMS-CP-1302	X456	
CMS-PT-5	X442	
PRM-LCRM-1C	X392	
CMS-RIS-27E	X432	
CMS-SUM-1	X118	
COND-LT-40A	X434	
COND-LT-40B	X373	
EDR-SQRT-37	X181	
FDR-SQRT-38	X167	
HPCS-FT-5	X122	
IRM-EMSQ-601A	X184	
LPCS-FT-3	X164	
MS-LT-26A	X130	
RFW-CRM-L104	X159	
MS-PT-51A	X151	
MS-RIS-610A	X169	
OG-RIS-601A	X088	
RCIC-FT-3	X142	
RFW-DPT-17	X327	
RFW-FT-802A	X149	
RFW-FT-802B	X135	
RHR-FT-15A	X163	
RHR-FT-15B	X043	
RHR-FT-15C	X058	
SPTM-SUM-1	X355	
SRM-EMSQ-600A	X296	

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EMERGENCY RESPONSE DATA SYSTEM (ERDS) (Cont'd)

The following computer points have the instrument loop listed.

<u>EPN</u>	<u>COMPUTER POINT</u>	
MET-TE-10	F146AV	{3.5} {3.6}
MET-TE-11		
MET-TRL-1/PC8		
MET-TRL-1/PC10		
MET-TRL-1/PC11		
MET-TRL-1/PC7		
MET-WDT-1	F143AV	
MET-TRL-1/PC2		
MET-TRL-2/PC2		
MET-WDT-2	F145AV	
MET-TRL-1/PC4		
MET-TRL-2/PC4		
MET-WST-1	F142AV	
MET-TRL-1/PC1		
MET-TRL-2/PC1		
MET-WST-1	F144AV	
MET-TRL-1/PC3		
MET-TRL-2/PC3		

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