

TO: USNRC DCC

VERMONT YANKEE CONTROLLED DOCUMENT TRANSMITTAL FORM

SECTION 1

DOCUMENT TITLE: IMPLEMENTING PROCEDURES TO THE E-PLAN

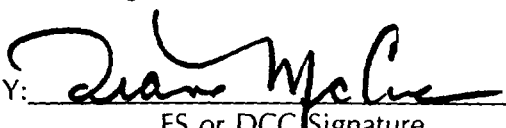
COPY NUMBER: 54

CHANGE NUMBER: #189

ISSUE DATE: December 13, 2000

INSTRUCTIONS:

- a. Attached is an authorized controlled copy to the above listed document for retention as your assigned copy.
- b. Review the revised material.
- c. Incorporate new change into the controlled document by document issue date, if applicable.
- d. Ensure that those who use the document are aware of the change.
- e. Destroy all superseded pages.
- f. Destroy obsolete forms and insert new forms into the files.
- g. Sign and date this form and return to the Executive Secretary (ES) or Document Control Center (DCC).
- h. Complete appropriate change information on VY Controlled Document Record of Changes.

TRANSMITTED BY: 
ES or DCC Signature

**AFTER COMPLYING WITH THE ABOVE
INSTRUCTIONS, PLEASE RETURN TO THE ES OR
DCC WITHIN 10 DAYS OF THE ISSUE DATE.**

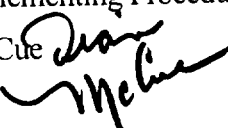
SECTION 2

The undersigned acknowledges completion of the preceding instructions.

Signature of Recipient: _____ Date: _____

A045

Eplan Implementing Plant Procedures

To: Eplan Implementing Procedure Controlled Set Holders
From: Diane McCue 
Date: 12/13/00
Re: VY Eplan Implementing Procedure Change #189, Instruction Sheet

A new Table of Contents is provided.

REVISIONS:

Please replace the following procedures: -

Proc/Rev #

Procedure Title

OP 3506/39

Emergency Equipment Readiness Check

AP 3532/10

Emergency Preparedness Organization

LPC's: The following LPC should be incorporated into the appropriate procedures:

Proc/Rev #

LPC #

Procedure Title

OP 3510/24

2

Off-Site & Site Boundary Monitoring

VERMONT YANKEE EMERGENCY PLAN IMPLEMENTING PROCEDURES

TABLE OF CONTENTS

December 13, 2000

Emergency Plan Classification and Action Level Scheme	AP 3125	Rev. 17	"R"
Unusual Event	OP 3500	Rev. 19	"R"
Alert	OP 3501	Rev. 20	"R"
Site Area Emergency	OP 3502	Rev. 32	"R"
General Emergency	OP 3503	Rev. 34	"R"
Emergency Communications	OP 3504	Rev. 31	"R"
Emergency Preparedness Exercises and Drills	OP 3505	Rev. 23	"I"
Emergency Equipment Readiness Check	OP 3506	Rev. 39	"R"
Emergency Radiation Exposure Control	OP 3507	Rev. 29	"R"
On-Site Medical Emergency Procedure	OP 3508	Rev. 22	"R"
Environmental Sample Collection During an Emergency	OP 3509	Rev. 16	"R"
Off-Site and Site Boundary Monitoring	OP 3510	Rev. 24	"F"
Off-Site Protective Actions Recommendations	OP 3511	Rev. 11	"R"
Evaluation of Off-Site Radiological Conditions	OP 3513	Rev. 20	"R"
Emergency Actions to Ensure Accountability and Security Response	OP 3524	Rev. 16	"R"
Radiological Coordination	OP 3525	Rev. 9	"R"
Emergency Call-In Method	OP 3531	Rev. 13	"R"
Emergency Preparedness Organization	AP 3532	Rev. 10	"I"
Post Accident Sampling of Reactor Coolant	OP 3533	Rev. 4	"C"
Post Accident Sampling of Plant Stack Gaseous Releases	OP 3534	Rev. 2	"C"
Post Accident Sampling and Analysis of Primary Containment	OP 3535	Rev. 3	"C"
In Plant Air Sample Analysis with Abnormal Condition	OP 3536	Rev. 1	"C"
Emergency Plan Training	OP 3712	Rev. 15	"I"

LPC's

VERMONT YANKEE NUCLEAR POWER STATION

OPERATING PROCEDURE

OP 3510

REVISION 24

OFF-SITE AND SITE BOUNDARY MONITORING

USE CLASSIFICATION: REFERENCE

LPC No.	Effective Date	Affected Pages
1		24 of 26
2	11/28/00	3, 5, 8 & 9 of 26

Implementation Statement: N/A

Issue Date: 05/25/00

PURPOSE

To establish a procedure for surveying and reporting off-site and site boundary radiological conditions to the Emergency Operations Facility (EOF) Coordinator.

This procedure also specifies the methods used for surveying plant evacuees reporting to the Governor Hunt House.

DISCUSSION

The prime objective of the Off-Site and Site Boundary Monitoring Teams is to rapidly survey areas downwind of the plant site in order to determine the extent and magnitude of any release of radioactive material following an incident. Decisions regarding the extent and types of protective actions required by the public will be based upon initial data reported by the survey teams.

The task of each monitoring team is to collect radiological data and air samples, and transmit the results to the EOF. Prior to the EOF becoming operational, the OSC will assign personnel to the monitoring teams. When radio communication is established with the TSC, the TSC will assume responsibility for and direct the monitoring teams as needed. When the EOF becomes operational, the Radiological Coordinator will assume responsibility and lead the overall direction of the teams. Unless directed otherwise by the Radiological Coordinator, the basic duties and responsibilities of the monitoring teams are as follows:

Site Boundary Team

ILPC 2
Obtains a dose rate reading and an air sample, at the site boundary downwind location where maximum radiation levels are detected. The data obtained are radioed to the EOF or PED if the EOF is not activated.

Off-Site (Green)

Proceeds off-site to inner predetermined sample location in downwind sector (i.e., green dot in appropriate downwind sector on area map) obtaining radiation level readings enroute and an air sample when on station. The data obtained are radioed to the EOF.

Off-Site (Blue)

Proceeds off-site to the vicinity of the outer predetermined sample location in downwind section (i.e., blue dot in appropriate downwind sector of area map) and transverse the plume to determine maximum radiation levels, or the plume centerline. An air sample is taken at that location and data obtained are radioed to the EOF.

An additional off-site team may be deployed at the discretion of the Radiological Coordinator. The color designation will be the "Black" Team and will be directed by the Radiological Coordinator. The same procedure will be followed as with the Green or Blue Teams.

PRECAUTIONS

1. Use care not to contaminate monitoring equipment.
2. During foul weather, use care not to damage filters by exposing them to the elements (e.g., sample under hood or inside car).
3. The individual driving the vehicle shall not perform radio communications or take radiological readings while he is driving the vehicle.
4. Boundary and off-site teams should attempt to minimize their radiation exposure while performing their duties.
5. The monitoring teams should inventory their kits on the mezzanine of the Administration Building not in the OSC hallway.

NOTES

- The deployment of Site Boundary and Off-Site Teams will be initially directed by the Technical Support Center (TSC). Once the EOF becomes operational, the Radiological Coordinator will assume the responsibility and direction of these teams. The Site Boundary Team may be dispatched initially by the Plant Emergency Director (PED).
- The radio base units will be designated and referred to as:
 1. TSC
 2. EOF
 3. PED

ILPC 2

PREREQUISITES

1. If any equipment malfunctions or is missing, notify the appropriate facility.

Initial _____

- d. Record serial # _____.
- e. Check calibration date. _____

3) PIC-6

- a. Turn range switch to BATTERY CHECK position and verify that the battery condition is within the BATT OK range. _____
- b. Verify an upscale meter response on the mR/hr scale by use of the check source in the Emergency Kit. _____
- c. Record serial # _____.
- d. Check calibration date. _____

- 4) Rezero high range dosimeter if necessary and note initial reading of each. Check and note exposure periodically.

NOTE

Inform the appropriate facility by radio in the event a high range dosimeter exceeds 1 R while performing this procedure.

NAME	REM	TIME	REM	TIME	TOTAL
					REM
					REM
					REM

NOTE

If the OSC is not activated the PED will provide the (KI) and the Rad Protection Tech. will provide guidance on usage of respirators.

- C. Obtain potassium iodide (KI) from TSC and respirators from OSC. The Rad Assistant will provide guidance on usage of KI and respirators per OP 3525. _____

LPC 2

D. Obtain one portable radio per team from Gate 2 or Gate 1.

1) Check operability of radio as follows:

a) Place frequency selector switch to position 3.

NOTE

In the event of failure of Freq. 3 in the field, switch to Freq. 1.

b) In a normal voice and with microphone approximately 8-10 inches in front of mouth, push microphone button and say: "(TSC, PED or EOF) this is the Site Boundary Team requesting a radio check. Do you read me?" Release microphone button. (The facility base radio should respond to your call).

2) Radio operable and contact made with TSC/EOF/PED.

E. Contact the appropriate facility and say: "(TSC, PED or EOF) this is the Site Boundary Team. We are in the ready condition, what is the wind direction and type of release? Over."

1) Record Wind Direction: _____

2) Record Type of Release: _____

"Site Boundary Team will be proceeding to the downwind sector unless you have special instructions for us. Over."

F. Determine downwind location at site boundary where maximum radiation levels are detected. Wear respiratory protection during this evolution.

VERMONT YANKEE NUCLEAR POWER STATION

ADMINISTRATIVE PROCEDURE

AP 3532

REVISION 10

EMERGENCY PREPAREDNESS ORGANIZATION

USE CLASSIFICATION: INFORMATION

LPC No.	Effective Date	Affected Pages

Implementation Statement: N/A

Issue Date: 12/20/2000

TABLE OF CONTENTS

1.0	PURPOSE, SCOPE, AND DISCUSSION	3
2.0	DEFINITIONS	3
3.0	PRIMARY RESPONSIBILITIES	3
4.0	PROCEDURE	3
4.1	<u>General</u>	3
4.2	<u>Senior Operations Executive</u>	4
4.3	<u>Director of Human Resources & Public Affairs</u>	4
4.4	<u>Emergency Plan Supervisor (EPS)</u>	4
4.5	<u>Plant Manager</u>	7
4.6	<u>Training Superintendent</u>	8
4.7	<u>Employee Services & Facilities Supervisor</u>	8
4.8	<u>Emergency Plan Liaison</u>	9
5.0	REFERENCES AND COMMITMENTS	9
6.0	RECORDS RETENTION	10

1.0 PURPOSE, SCOPE, AND DISCUSSION

1.1 Purpose

The purpose of this procedure is to identify the organization and responsibilities for maintenance of the emergency preparedness program.

1.2 Scope

This procedure is applicable to Vermont Yankee Emergency Preparedness.

1.3 Discussion

Due to the total Vermont Yankee involvement required to maintain emergency preparedness and to implement the Emergency Plan (EP) in response to a plant emergency, the roles of the various elements of the organization are defined in this procedure.

2.0 DEFINITIONS

2.1 None

3.0 PRIMARY RESPONSIBILITIES

3.1 As detailed in the procedure.

4.0 PROCEDURE

4.1 General

The Vermont Yankee Emergency Planning group consists of four positions:

4.1.1 Emergency Plan Supervisor - responsible for oversight of the development and revision of emergency plans and the coordination of these plans with other response organizations; additionally responsible for the continued assessment and reporting of the state of emergency preparedness for Vermont Yankee; assessment includes those items for which the licensee has responsibility in NUREG 0654 and the Code of Federal Regulations.

4.1.2 Emergency Plan Coordinator - responsible and accountable for the development, administration, maintenance and adequacy of the Emergency Preparedness Program at Vermont Yankee.

4.1.3 Emergency Planner - Drills & Exercises - overall responsibility for developing and maintaining the Emergency Drill and Exercise Program for Vermont Yankee; this includes the development, training coordination of task specific and annual drills and exercises with Company, State, Local and Federal response organizations.

4.1.4 Emergency Plan Liaison - overall responsibility for developing and maintaining the Offsite Emergency Planning Program for Vermont Yankee; this includes coordinating Vermont Yankee Programs with State, Local and Federal response agencies in accordance with applicable regulations.

All departments of the Vermont Yankee organization are responsible for maintaining a level of readiness to implement their responsibilities in the Emergency Plan.

4.2 Senior Operations Executive

The Senior Operations Executive has overall responsibility for Emergency Planning at Vermont Yankee. This includes annual review of the Emergency Plan and Emergency Assistance Personnel List.

4.3 Director of Human Resources & Public Affairs

The Director of Human Resources & Public Affairs is responsible for the implementation of the Emergency Plan. The following emergency preparedness functions are the responsibility of the Director of Human Resources & Public Affairs:

4.3.1 Facilities: ensures the readiness of emergency facilities at all times. This includes quarterly equipment surveillance and verification and update of telephone numbers.

4.3.2 Documents: responsible for development, maintenance and implementation of the News Media Center Implementing Guidelines. Responsible Procedure Owner in accordance with AP 0095, for the Emergency Plan Implementing Procedures.

4.3.3 Training of Personnel: responsible for ensuring all VY staff assigned to the Emergency Assistance Personnel List (EAPL) are trained annually.

4.3.4 Training of Non-VY Personnel: coordinates annual media training on emergency planning.

4.4 Emergency Plan Supervisor (EPS)

The broad responsibilities of the EPS include:

4.4.1 Review: The VY Emergency Plan is reviewed annually and revised as required to maintain the Plan in compliance with regulations and to ensure the Plan assigns responsibilities and provides for actions necessary to ensure effective response in event of a radiological emergency at Vermont Yankee.

4.4.2 Assessment: The EPS is aware of the state of emergency preparedness and ensures that the various elements of the VY organization including the plant staff, communications, training department, and other members of the staff as assigned are aware of any areas of reduced preparedness for which they are responsible. The EPS monitors the resolution of any identified deficiencies in the emergency preparedness program. The scope of this assessment function includes:

- a) participation in audits of the emergency preparedness program,
- b) participation in inspections, drills, and exercises evaluating the emergency preparedness program,
- c) review of and formal concurrence with procedures and revisions to procedures required by the Vermont Yankee Emergency Plan,

- d) review of the results of surveillance tests applicable to the emergency preparedness program,
- e) concurrence with commitments (or the withdrawal of commitments) to outside organizations related to the emergency preparedness program,
- f) review and approve (in conjunction with the Technical Training Manager) training programs and materials required by the emergency preparedness program,
- g) formally maintain, report status, and ensure resolution of emergency preparedness open action items,
- h) assessment of the assignment and training of personnel to implement the emergency response program.

4.4.3 Liaison: The EPS has the primary responsibility for maintaining the necessary liaison with organizations outside Vermont Yankee as required to meet license requirements under regulations. This includes the NRC and FEMA.

4.4.4 Direct Responsibility: The EPS is directly responsible for the implementation of the following elements of the Emergency Plan:

- a) Licensee responsibilities related to the maintenance of the Public Notification System (sirens, weather alert receivers, emergency broadcasting stations) for the EPZ.
- b) Licensee responsibilities related to the maintenance of the Nuclear Alert System (orange phone) which is used to initially notify the State Emergency Preparedness organizations of an emergency.
- c) Scheduling and coordination of audits, inspections, drills and exercises of the emergency preparedness program as outlined in OP 3505.
- d) Ensure that the emergency preparedness program meets the licensee responsibility requirements of the Code of Federal Regulations 10 CFR 50, applicable implementing documents (e.g., NUREG's, NRC IE Information Notices), and commitments to the NRC. Outstanding actions to meet these requirements will be included in the commitment listing maintained in accordance with AP 0028 with the responsible department identified.
- e) Ensure that all the Emergency Plan Implementing Procedures (EPIPs) are mutually consistent, are consistent with interfacing Local, State, and Federal procedures, and properly implement the VY Emergency Plan. Revisions to EPIPs required for these reasons are identified by the EPS and entered into the Commitment Status List maintained in accordance with AP 0028.

- f) Maintain the EIPs to ensure the EIPs effectively perform the stated purpose of the procedure. EPS is responsible for ensuring that these procedures are technically correct, are compatible with the capabilities of the equipment and personnel assigned to implement these procedures, and that any action items applicable to these procedures identified on the Commitment Status List maintained in accordance with AP 0028 are satisfactorily resolved.
- g) Ensure that 10 CFR 50.54(q) evaluations are done on proposed changes to the Emergency Plan, all Emergency Plan Implementing Procedures (EIPs), and any other document which may warrant this evaluation, and findings are documented on VYAPF 3532.01, "10 CFR 50.54(q) Evaluation Checklist." [INS9324EXT1]
- h) Ensure that 10 CFR 50.54(q) evaluations are done on proposed Limited Procedure Changes (LPCs) on any of the EIPs, and findings are documented on VYAPF 3532.01.
- i) Ensure that Letters of Agreement with off-site agencies are evaluated annually to determine their validity and, if necessary, updated.
- j) Ensure that the Emergency Assistance Personnel List (EAPL) is updated quarterly.
- k) Assist the Plant Manager (or designee) in performance of on-site emergency preparedness work. This effort consists of a commitment to on-site EP work as deemed appropriate by the Plant Manager, Director of Human Resources & Public Affairs, and EPS. The EPS additionally provides for any outside assistance requested to perform emergency preparedness work at the plant.
- l) Ensure that all comments or recommendations are documented and resolved in accordance with OP 3505. Action items are incorporated into the Commitment Status List which is maintained in accordance with AP 0028.
- m) Ensure that a review of paperwork associated with a classified emergency event is initiated the next working day following the termination of the event, to ensure that procedural requirements have been satisfied, and if not, conduct an appropriate investigation of the issue. [UND93054EXT3]

4.5 Plant Manager

The Plant Manager is responsible for the readiness of the plant staff and contractors to implement the emergency response procedures including the following:

4.5.1 Facilities: Maintenance of the on-site emergency response facilities (TSC and OSC) and all emergency response equipment necessary to implement the emergency procedures at the plant. Additionally, the Plant Manager is responsible for all radiological monitoring and protection equipment.

4.5.2 Surveillance Tests: The Plant Manager is responsible for the conduct of all Surveillance Tests except for the following (which are the responsibility of the EPS):

- 1009 - Weekly Beeper Functional Test
- 2008 - NMR Communications Siren/Generator Maintenance Report
- 3036 - Emergency Assistance Personnel List Update
- 3116 - NMC Equipment Surveillance
- 3130 - EOF Fire Brigade and Medical Team Lists Updates
- 3145 - Emergency Call-In Status Update
- 3188 - Rumor Control/States' Numbers Update
- 3254 - CAN Notification Process Refresher
- 3262 - Pager Tel. No./Cap Code Assignments Review
- 4000 - Power Fail Phone System Surveillance
- 4019 - EOF UHF Radio Operability Check
- 5020 - NMR Communications Siren Testing Program Summary Report
- 5022 - Emergency Assistance Personnel List Assignments Audit
- 5025 - News Media Training
- 5032 - DEA Telephone Directory Tel. No. Verification
- 5034 - News Media Center Personnel Training
- 5037 - State/Local Emergency (EAL) Personnel Training
- 5046 - VY Emergency Public Info Program E-Plan Poster
- 5055 - VY Emergency Public Info Program 3-States Calendar
- 5056 - Emergency Preparedness Exercise/Drill
- 5060 - VY Emergency Public Info Program Motel Brochure
- 5066 - Emergency Plan Review
- 5074 - Medical Drill
- 5078 - Communications Test
- 5079 - Radiological Monitoring Drill
- 5080 - State EOC and Field Assessment Teams Communications Test
- 5092 - States and Local Transmittal/50.54(t) Audit Results
- 5094 - EPI Material Accuracy Verification
- 5134 - Annual Calendar Distribution Surveillance
- 5146 - Local Fire Department Training
- 5147 - Off-Site Participation Fire Drill
- 5414 - NMR Communications VY Program Surveillance
- 9006 - Health Physics Drill

4.5.3 Open Items: Resolution of open items from inspections, exercises, drills, or reviews assigned to the plant.

- 4.5.4 Assignment and Training of Personnel: Ensure that sufficient personnel are assigned to plant emergency response positions on shift, 30 minute shift augmentation, 60 minute shift augmentation, and the full response organization for positions to be manned by plant staff personnel. The Plant Manager is also responsible to ensure that plant personnel required to augment the EOF staff are assigned as determined by the Director of Safety & Regulatory Affairs. The Plant Manager is responsible to ensure that the personnel receive the necessary training prior to their assignment and maintain this training.
- 4.5.5 Inspections, Drills and Exercises: Provides the required support for the planning, preparation, conduct, and evaluation activities as specified in the Emergency Plan Implementing Procedures.
- 4.5.6 Recall of Plant Staff: Recall of plant emergency response personnel to work as required by the emergency plan and other regulations and commitments as outlined in OP 3531.

4.6 Training Superintendent

The Training Superintendent is responsible for the development of the training program required by the Emergency Plan. The following emergency preparedness functions are the responsibility of the Training Superintendent.

- 4.6.1 Training Program: Development of the training materials necessary to define and conduct EP training for VY emergency response personnel.
- 4.6.2 Schedule and Conduct Training: Schedule required training of persons identified by the Director of Safety & Regulatory Affairs, the Plant Manager, the EPS, and the Employee Services & Facilities Supervisor, and to ensure that training is conducted for designated personnel. Additionally, the Training Superintendent is responsible for the training for these individuals on any major revisions in their duties in a timely manner.
- 4.6.3 Documentation of Training: Maintenance of records of completed training.
- 4.6.4 Training of Non-VY EP Persons: Ensure that training is provided to non-VY EP persons consistent with OP 3712, "Emergency Plan Training", and records of this type of training are retained.
- 4.6.5 Procedures: Responsible for procedure OP 3712.
- 4.6.6 Assignment of Personnel: Assignment of Training department personnel, as directed by the Director of Safety & Regulatory Affairs, to support the emergency response organization.

4.7 Employee Services & Facilities Supervisor

The Employee Services & Facilities Supervisor is responsible for service equipment (e.g., phones, copiers, FAX machines) required to support the operations of the EOF/RC and News Media Center.

4.8 Emergency Plan Liaison

The Emergency Plan Liaison is responsible for the development and coordination of off-site emergency planning activities. The Emergency Plan Liaison coordinates VY efforts in support of state and local emergency response organizations. Additionally, the Emergency Plan Liaison is responsible for the development and maintenance of the Vermont Yankee Emergency public information program, and the dissemination of public information on emergency preparedness.

Specifically, the Emergency Plan Liaison is responsible for the following:

- 4.8.1 Training of Non-VY Personnel: Coordinate training of State and/or Local government agencies per request of State, and the Vernon fire department and other Southwestern Fire Mutual Aid District fire departments within the VY 10 mile EPZ.

5.0 REFERENCES AND COMMITMENTS

5.1 Technical Specifications and Site Documents

5.1.1 VY Emergency Plan

5.2 Codes, Standards, and Regulations

5.2.1 NUREG 0654, Criteria for Preparation and Evaluation of Radiological Emergency Response and Preparedness in Support of Nuclear Power Plants

5.2.2 Code of Federal Regulations (10 CFR 50.47 and 10 CFR 50 Appendix E)

5.3 Commitments

5.3.1 INS9324EXT1

5.3.2 UND93054EXT3

5.4 Supplemental References

- 5.4.1 Public Affairs Department Guideline No. 4, "News Media Center Implementation"
- 5.4.2 AP 0028, Commitment Tracking
- 5.4.3 AP 0095, Plant Procedures
- 5.4.4 AP 3125, Emergency Plan Classification and Action Level Scheme
- 5.4.5 OP 3500, Unusual Event
- 5.4.6 OP 3501, Alert
- 5.4.7 OP 3502, Site Area Emergency
- 5.4.8 OP 3503, General Emergency
- 5.4.9 OP 3504, Emergency Communications
- 5.4.10 OP 3505, Emergency Preparedness Exercises and Drills
- 5.4.11 OP 3506, Emergency Equipment Readiness Check
- 5.4.12 OP 3507, Emergency Radiation Exposure Control
- 5.4.13 OP 3508, On-Site Medical Emergency Procedure
- 5.4.14 OP 3509, Environmental Sample Collection During an Emergency
- 5.4.15 OP 3510, Off-Site and Site Boundary Monitoring
- 5.4.16 OP 3511, Off-Site Protective Action Recommendations
- 5.4.17 OP 3513, Evaluation of Off-Site Radiological Conditions

- 5.4.18 OP 3524, Emergency Actions to Ensure Initial Accountability and Security Response
- 5.4.19 OP 3525, Radiological Coordination
- 5.4.20 OP 3531, Emergency Call-In Method
- 5.4.21 OP 3533, Post Accident Sampling of Reactor Coolant
- 5.4.22 OP 3534, Post Accident Sampling of Plant Stack Gaseous Releases
- 5.4.23 OP 3535, Post Accident Sampling and Analysis of Primary Containment
- 5.4.24 OP 3536, In-Plant Air Sample Analysis with Abnormal Conditions
- 5.4.25 OP 3712, Emergency Plan Training
- 5.4.26 AP 6807, Collection, Temporary Storage and Retrieval of QA Records

6.0 RECORDS RETENTION

- 6.1 Retain VYAPF 3532.01 in accordance with AP 6807.

7.0 ATTACHMENTS

- 7.1 VYAPF 3532.01 10 CFR 50.54(q) Evaluation Checklist

10 CFR 50.54(q) Evaluation Checklist

List of Emergency Plan Section(s)/Emergency Plan Implementing Procedure(s) or any other document to be evaluated. (Include Title and Revision No.):

A. Screening Evaluation

Based on a review of the following questions, determine if the change has the potential to affect our ability to meet the standards of 10 CFR 50.47(b) and the requirements of Appendix E to 10 CFR 50.

A "YES" answer to any part of the questions requires that a written evaluation be done to determine whether the effectiveness of the Emergency Plan was decreased as specified in Section B of this checklist.

A "NO" answer to all questions requires no written evaluation as specified in Section B of this checklist.

1. Could the proposed change affect our ability to meet the following standards of 10 CFR 50.47(b):
 - (1) Assignment of Emergency Response Organization responsibilities YES NO
 - (2) Assignment of on-shift Emergency Response Organization personnel YES NO
 - (3) Arrangements for Emergency Response Support and Resources YES NO
 - (4) Emergency Classification and Action levels, including facility system and effluent parameters YES NO
 - (5) Notification Methods and Procedures YES NO
 - (6) Emergency Communications among principal response organizations and the public YES NO
 - (7) Public Education and Information YES NO
 - (8) Adequacy of Emergency Facilities and Equipment YES NO
 - (9) Adequacy of Accident Assessment methods, systems and equipment YES NO
 - (10) Plume exposure pathway EPZ protective actions YES NO
 - (11) Emergency Worker Radiological Exposure Control YES NO
 - (12) Medical Services for contaminated injured individuals YES NO
 - (13) Recovery and Reentry Plans YES NO
 - (14) Emergency response periodic drills and exercises YES NO
 - (15) Radiological Emergency Response Training YES NO
 - (16) Plan development, review and distribution YES NO

10 CFR 50.54(q) Evaluation Checklist (Continued)

2. Could the change affect our ability to meet the following requirements of Appendix E to 10 CFR 50.

- | | | |
|---|-----|----|
| (1) Section IV. A - Organization | YES | NO |
| (2) Section IV. B - Assessment Actions | YES | NO |
| (3) Section IV. C - Activation of Emergency Organizations | YES | NO |
| (4) Section IV. D - Notification Procedures | YES | NO |
| (5) Section IV. E - Emergency Facilities and Equipment | YES | NO |
| (6) Section IV. F - Training | YES | NO |
| (7) Section IV. G - Maintaining Emergency Preparedness | YES | NO |
| (8) Section IV. H - Recovery | YES | NO |

B. Effectiveness Determination

For each applicable (i.e., a "yes" answer specified) standard to 10 CFR 50.47(b) and Appendix E to 10 CFR 50 identified from Section A above, complete the evaluation form below to determine whether the change decreases the effectiveness of the Emergency Plan and whether it continues to meet the stated applicable standard or requirement.

A facsimile of the evaluation form may be used as needed and attached to this checklist.

For applicable item 10 CFR 50 _____ of Section A above, this change (DOES/DOES NOT) decrease the effectiveness of the Emergency Plan and (DOES/DOES NOT) continue to meet the stated applicable standard or requirement.

BASIS FOR ANSWER: _____

10 CFR 50.54(q) Evaluation Checklist (Continued)

C. Conclusion (Fill out appropriate information)

- ☐ The changes made do not decrease the effectiveness of the Emergency Plan and continue to meet the standards of 10 CFR 50.47(b) and the requirements of Appendix E to 10 CFR 50.
- ☐ The changes made do decrease the effectiveness of the Emergency Plan and decrease our ability to meet the standards of 10 CFR 50.47(b) and the requirements of Appendix E to 10 CFR 50. The following course of action is recommended:
- ☐ Revise proposed changes to meet applicable standards and requirements.
- ☐ Cancel the proposed changes.
- ☐ Process proposed changes for NRC approval prior to implementation in accordance with 10 CFR 50.54(q).

D. Impact on Other Documents (TRM, Tech Specs)

Keywords used in search: _____

☐ This change does not affect any other documents.

☐ This change does affect other documents.

Document(s) affected: _____

Section(s) affected: _____

E. Impact on the Updated FSAR

Use AP 6036 to determine if the proposed E-Plan change modifies existing UFSAR information or requires the addition of new UFSAR information and initiate UFSAR change(s) as required.

Keywords used in UFSAR search: _____

Additional Comments:

Prepared By: _____ Date: _____
(Print/Sign)

Reviewed By: _____ Date: _____
(Emergency Plan Coordinator) (Print/Sign)

VERMONT YANKEE NUCLEAR POWER STATION

OPERATING PROCEDURE

OP 3506

REVISION 39

EMERGENCY EQUIPMENT READINESS CHECK

USE CLASSIFICATION: REFERENCE

LPC No.	Effective Date	Affected Pages

Implementation Statement: N/A

Issue Date: 12/20/2000

TABLE OF CONTENTS

PURPOSE	3
DISCUSSION	3
ATTACHMENTS	4
REFERENCES AND COMMITMENTS	5
PREREQUISITES	5
PROCEDURE	6
A. Control Room Emergency Communications Check (Operations)	6
B. Quarterly Emergency Equipment Check (RP)	10
C. Quarterly Brattleboro Memorial Hospital Emergency Equipment Check (RP)	11
D. Quarterly Post Accident Sample Equipment Check (RP)	11
E. Quarterly Chemistry Emergency Equipment Check	12
F. Vermont Yankee Public Notification System Preventive Maintenance, Testing, and Reporting	12
G. Emergency Response Telephone Number Check	13
H. TSC/EOF FTS and NAS Phone Test	13
I. Emergency Plan Implementing Procedures and Status Form Book Updates	13
J. Power Fail Phone Test	14
FINAL CONDITIONS	15

PURPOSE

To ensure that emergency radiological and communication equipment is periodically inventoried and maintained in an operable condition by assigned plant personnel.

No required Tech. Spec. surveillances are covered in this procedure.

DISCUSSION

The Operations Department shall conduct scheduled tests of emergency communications equipment as follows:

1. Test of the Nuclear Alert System (NAS) orange phone.
2. Test of the Unusual Event, Alert, Site Area Emergency and General Emergency Alarms.
3. Test of the Southwest Fire Mutual Aid and Tri-State Mutual Aid radio (Deskon II).
4. Test of the NRC Emergency Telecommunications System phones.

A Radiation Protection (RP) Technician shall be assigned to perform the following:

1. Physical inventory of Emergency Equipment Kits and Cabinets contents as listed on VYOPF 3506.02 and VYOPF 3506.06 on a scheduled basis and subsequent to each usage.
2. Physical inventory of Emergency Kit equipment contents at Brattleboro Memorial Hospital (BMH) as listed on VYOPF 3506.03.

A Chemistry Technician shall be assigned to perform the following:

1. Physical inventory of the Liquid PASS Sampling kit and the Plant Vent Stack PASS Sampling kit as listed on VYOPF 3506.05 on a scheduled basis and subsequent to each usage.

Quarterly, the Emergency Planning Supervisor (EPS) will ensure that Emergency Response phone numbers are updated via VYOPF 3506.13.

Monthly, the EPS will ensure the FTS phones in the Technical Support Center (TSC) and the Emergency Operations Facility (EOF), and the NAS phones in the EOF are tested via VYOPF 3506.08.

NOTES

- The quantities listed in this procedure are to be considered the minimum required. Quantities above those listed are acceptable.
- Pens, pencils and scratch paper are readily available and therefore will not be maintained in the EOF and TSC kits.

Preventive maintenance and testing of the Public Notification System (PNS) utilized within the Vermont Yankee Emergency Planning Zone is conducted by Northeast Mountain Radio of Rutland, VT, as follows:

1. Monthly preventive maintenance on 21 sirens and 10 generators.
2. Annual siren receiver sensitivity and full decoder tests.
3. Preparation of annual maintenance testing program summary report.

Per Surveillance Test No. 4000, the power fail phone system in Vernon and Brattleboro is tested on a semi-annual basis.

ATTACHMENTS

- | | | |
|-----|---------------|--|
| 1. | VYOPF 3506.01 | Control Room Monthly Emergency Communications Checklist |
| 2. | VYOPF 3506.02 | Emergency Equipment Checklist |
| 3. | VYOPF 3506.03 | Brattleboro Memorial Hospital Emergency Equipment Checklist |
| 4. | VYOPF 3506.04 | Deleted |
| 5. | VYOPF 3506.05 | Chemistry Emergency Equipment Readiness Check |
| 6. | VYOPF 3506.06 | Post Accident Sampling Kits (RP) |
| 7. | VYOPF 3506.07 | Procedure/Form Copy Update Worksheet |
| 8. | VYOPF 3506.08 | TSC/EOF FTS and NAS Phone Checklist |
| 9. | VYOPF 3506.09 | EOF Emergency Plan Implementing Procedures and Status Forms Book Update |
| 10. | VYOPF 3506.10 | OSC Emergency Plan Implementing Procedures and Status Forms Book Update |
| 11. | VYOPF 3506.11 | Control Room Emergency Plan Implementing Procedures and Status Forms Book Update |
| 12. | VYOPF 3506.12 | TSC Emergency Plan Implementing Procedures and Status Forms Book Update |
| 13. | VYOPF 3506.13 | Emergency Response Phone Number Check |

REFERENCES AND COMMITMENTS

1. Technical Specifications and Site Documents
 - a. None
2. Codes, Standards, and Regulations
 - a. None
3. Commitments
 - a. ER981874_02
4. Supplemental References
 - a. VYP:317, Purchasing Policy
 - b. Vermont Yankee EPZ Public Notification System Guide, JPS Communications, Inc.
 - c. YA-NOG-9101, Procedure for Operation of the Nuclear Alert System (NAS)
 - d. AP 0156, Notification of Significant Events
 - e. RP 0537, Contamination Events
 - f. OP 2611, Stack Effluent Sampling and Analysis
 - g. AP 3125, Emergency Plan Classification and Action Level Scheme
 - h. OP 3501, Alert
 - i. OP 3502, Site Area Emergency
 - j. OP 3504, Emergency Communications
 - k. OP 3507, Emergency Radiation Exposure Control
 - l. OP 3508, On-Site Medical Emergency Procedure
 - m. OP 3510, Off-Site and Site Boundary Monitoring
 - n. OP 3511, Off-Site Protective Action Recommendations
 - o. OP 3513, Evaluation of Off-Site Radiological Conditions
 - p. OP 3524, Emergency Actions to Ensure Initial Accountability and Security Response
 - q. OP 3525, Radiological Coordination
 - r. OP 3533, Post Accident Sampling of Reactor Coolant
 - s. OP 4533, Airborne Radioactivity Concentration Determination
 - t. DP 4562, Calibration and Operation of the SAM-2
 - u. DP 4579, Respiratory Protection Equipment Inspection and Maintenance
 - v. AP 6807, Collection, Temporary Storage and Retrieval of QA Records

PREREQUISITES

1. Apparatus required:
 - a. Fresh batteries for equipment as required.
 - b. Recently calibrated and operable survey meters.
 - c. New seals.
2. Obtain necessary copies of VYDPF 4579.01 and 4579.04 for use in VYOPF 3506.02.

PROCEDURE

A. Control Room Emergency Communications Check (Operations) (Use VYOPF 3506.01)

1. Monthly, the Operations Department shall test the Nuclear Alert System by contacting, and requesting a callback from, each of the three states (Vermont, New Hampshire, Massachusetts) using the following procedure:

NOTE

This number initiates a call to each of the three State Police agencies. However, no audible ringing is present at the transmit station. The station receiver will continue to ring until it is answered even if the transmit station is recradled.

- a. Lift handset and dial 213 for VT, 210 for MASS, 212 for NH.
- b. Advise each State Police agency that answers of the test of the Nuclear Alert System, and record the results on VYOPF 3506.01.
- c. Test the Group Call capability with the three State Police agencies by lifting handset and dialing 111.
- d. Notify the following if any part of the system fails to operate:
 - 1) Communications Department, National Grid, Westboro:
508-389-2104
 - 2) ISO-New England: (Weekends and Off-hours in place of Westboro)
1-413-535-4384
 - 3) Emergency Planning Supervisor (EPS):
Ext. 4152

- e. Notify the affected state Emergency Management office if any part of the system fails to operate:
 - 1) Mass. Emergency Management:
1-508-820-2000
 - 2) New Hampshire Emergency Management:
1-603-271-2231
 - 3) Vermont Emergency Management:
1-802-244-8721
- 2. Monthly the Operations Department shall test the NRC FTS ENS phone in the Control Room as follows:
 - a. Lift the receiver and listen for the dial tone.
 - b. After receiving a dial tone, dial the first number listed below (or on the sticker located on the telephone base) using all 10 digits. If the first number is busy, proceed with the second number.

301-816-5100
301-951-0550
 - c. State your name, location, and the fact that you are testing the NRC ENS. Request that the NRC staff member call back at 700-661-4323.

3. Monthly, the Operations Department shall test the Southwest Fire Mutual Aid and Tri-State Fire Mutual Aid radio (Deskon II) by contacting the Keene and Shelburne dispatchers as follows:

NOTES

- The Deskon II phone unit is provided with both a handset and a speaker-microphone. With the handset "on hook", messages may be transmitted by holding the TRANSMIT bar depressed and speaking into the speaker-microphone. With the handset "off hook", messages may be sent by holding the transmit bar on the handset depressed while speaking into it. The red signal light on the control unit will illuminate each time either transmit function is selected.
- If unable to contact Keene by radio, call (603) 352-1291.

- a. Contact the Keene dispatcher using the following message:

- 1) "KCE-579, this is KCP-596, Remote 2".
- 2) After Keene responds, inform them that you are performing a radio check.
- 3) After check is performed report "Thank you. KCP-596, Remote 2 clear".

NOTE

If unable to contact Shelburne by radio, call (413) 625-8200.

- b. Contact the Shelburne dispatcher using the following message:

- 1) "KCE-786, this is KCP-596, Remote 2".
- 2) After Shelburne responds, inform them that you are performing a radio check.
- 3) After check is performed report "Thank you. KCP-596, Remote 2 clear".

- c. If either mutual aid radios communications systems malfunction, notify the I/C Department.

4. Monthly, the Operations Department shall test the Unusual Event/Alert, Site Area/General Emergency Alarms using the following procedure:

NOTE

Whenever the Evacuate-Off-Alert selector switch is activated, the page system volume is increased.

- a. To test the Alert Alarm (used for Unusual Event and Alert emergencies) and the Evacuation Alarm (used for Site Area and General Emergencies), perform the following:
- 1) turn the Page Sys Volume and Alarm Tone Select switch to the ALERT position,
 - 2) make the following announcement over the Gaitronics:

"Attention all personnel, attention all personnel, the following is a test of the Emergency Alert and the Emergency Evacuation Alarms, please disregard." Repeat the announcement.
 - 3) turn the Alarm Tone Control switch to the ON position for three seconds, then return the switch to the OFF position,
 - 4) turn the Page Sys Volume and Alarm Tone Control Select switch to the OFF position,
 - 5) turn the Page Sys Volume and Alarm Tone Control Select switch to the EVACUATION position,
 - 6) turn the Alarm Tone Control switch to the ON position for three seconds, then return the switch to the OFF position,
 - 7) make the following announcement over the page system:

"Testing of the Emergency Alert and the Emergency Evacuation Alarms is complete. Regard all further alarms."
 - 8) turn the Page Sys Volume and Alarm Tone Control Select switch to the OFF position.
- b. Contact the on shift Auxiliary Operators and verify that they heard both the alarm announcements and alarm signals.
- c. If any alarm malfunctions, notify the I/C Department and initiate corrective action.
5. Route VYOPF 3506.01 to the Shift Supervisor for review.

6. Forward VYOPF 3506.01 to the Emergency Plan Coordinator (EPC) for review.
 7. The EPC will file VYOPF 3506.01 in accordance with AP 6807.
- B. Quarterly Emergency Equipment Check (RP) (Use VYOPF 3506.02)

NOTE

VYOPF 3506.07 can be used as an aid in determining the locations of copies of controlled procedures and forms which are located outside their normal controlled locations.

1. Refer to any control copy and list the current revision and Department Instruction of the procedures and forms listed on VYOPF 3506.07.
2. Obtain a copy of VYOPF 3506.02.
3. Contact the Emergency Plan Coordinator (EPC) for any special instructions.
4. Inventory Emergency kit and cabinet contents against material listed on VYOPF 3506.02.
5. If necessary, update any copies of procedures or forms specified on VYOPF 3506.02. Refer to VYOPF 3506.07 for current Rev. and DI Nos.
6. Check operability of telephones and associated phone jacks listed on VYOPF 3506.02.
7. Replace material and instrumentation as required. Materials and instruments whose calibration, expiration, or shelf life will expire prior to the next scheduled performance of this portion of OP 3506 should be replaced.
8. Attach an initialed and dated seal to the kit.
9. Make notes on the status of equipment and correct all deficiencies.
10. Submit the completed VYOPF 3506.02 to the RP Supervisor, who will ensure the following:
 - a. Any pending corrective actions are summarized (e.g., Work Request Nos. are listed) and projected completion dates are specified.
 - b. All corrective actions have been taken in response to any deficiencies noted.

11. The RP Supervisor will submit VYOPF 3506.02 to the EPC who will do the following:
 - a. Review any pending corrective actions for appropriateness and timeliness (i.e., is projected completion date reasonable to ensure emergency preparedness).
 - b. Review corrective actions for appropriateness.
 - c. Approve status of the emergency kits and cabinets.
 12. The EPC will file VYOPF 3506.02 in accordance with AP 6807.
- C. Quarterly Brattleboro Memorial Hospital Emergency Equipment Check (RP) (Use VYOPF 3506.03)
1. Refer to any control copy of OP 3508 and list the current revision and Department Instruction of the procedure on VYOPF 3506.03, as applicable.
 2. Proceed to the BMH Emergency Wing.
 3. Inventory the emergency kits contents against those items listed on VYOPF 3506.03.
 4. Replace material and instrumentation as required. Materials and instruments whose calibration, expiration, or shelf life will expire prior to the next scheduled performance of this portion of OP 3506 should be replaced.
 5. Make notes on the status of equipment and correct all deficiencies.
 6. Submit the completed VYOPF 3506.03 to the RP Supervisor, who will ensure all corrective actions have been taken in response to any deficiencies noted.
 7. The RP Supervisor will submit VYOPF 3506.03 to the EPC who will review it and approve the status of the emergency kits.
 8. The EPC will file VYOPF 3506.03 in accordance with AP 6807.
- D. Quarterly Post Accident Sample Equipment Check (RP) (Use VYOPF 3506.06)
1. Obtain a copy of VYOPF 3506.06.
 2. Inventory the kits as listed on VYOPF 3506.06.
 3. Inventory the lead "pigs" as listed on VYOPF 3506.06.
 4. Correct any deficiencies.
 5. Submit completed VYOPF 3506.06 to RP supervision for approval.

6. RP supervision will submit VYOPF 3506.06 to the EPC who will review it and approve the status of the kits.
 7. The EPC will file VYOPF 3506.06 in accordance with AP 6807.
- E. Quarterly Chemistry Emergency Equipment Check (Use VYOPF 3506.05)
1. Obtain a copy of VYOPF 3506.05.
 2. Inventory the two kits as listed on VYOPF 3506.05.
 3. Attach an initialed and dated seal to the kit.
 4. Inventory the lead "pigs" as listed on VYOPF 3506.05.
 5. Correct any deficiencies.
 6. Submit completed VYOPF 3506.05 to Chemistry supervision for approval.
 7. Chemistry supervision will submit VYOPF 3506.05 to the EPC who will review it and approve the status of the kits.
 8. The EPC will file VYOPF 3506.05 in accordance with AP 6807.
- F. Vermont Yankee Public Notification System Preventive Maintenance, Testing, and Reporting
1. Northeast Mountain Radio shall perform monthly and annual preventive maintenance and surveillance services for the sirens and generators according to procedures as specified in the "Vermont Yankee Emergency Planning Zone Public Notification System Guide".
 - a. On a monthly basis, Northeast Mountain Radio shall provide Vermont Yankee's Emergency Plan Coordinator (EPC) with a maintenance summary for the sirens and generators. This summary shall include a listing of all repairs performed, and any system outages that occurred. Data sheets from the monthly siren/generator maintenance shall be attached to the summary.
 - b. On an annual basis, Northeast Mountain Radio shall provide the Vermont Yankee EPC with a maintenance and testing program summary for submittal to the Federal Emergency Management Agency (FEMA). This summary shall document system operability as well as other tests performed to comply with FEMA guidance as defined in FEMA Guidance Memorandum PR-I.

G. Emergency Response Telephone Number Check (Use VYOPF 3506.13)

On a quarterly basis, the Emergency Planning Supervisor (EPS) will ensure that Emergency Response telephone numbers are updated.

1. An EP staff member will perform the following:
 - a. Using VYOPF 3506.13, verify that telephone numbers in OP 3504 Appendix B are accurate. If inaccuracies are found, note on VYOPF 3506.13.
 - b. Verify that telephone numbers within AP 0156 are accurate. If inaccuracies are found, note on VYOPF 3506.13.
 - c. Sign and date VYOPF 3506.13.
 - d. Forward VYOPF 3506.13 to the Emergency Plan Coordinator.
2. The EPC will do the following:
 - a. Ensure that the appropriate procedural changes have been initiated to reflect any telephone number inaccuracies determined in Step 1.
 - b. Sign and date VYOPF 3506.13.
 - c. The EPC will file VYOPF 3506.13 in accordance with AP 6807.

H. TSC/EOF FTS and NAS Phone Test

1. Monthly, the EPC will ensure the FTS phones in the TSC and EOF, and the NAS phones are tested for operability. Test results are recorded on VYOPF 3506.08.
2. The EPC will file VYOPF 3506.08 in accordance with AP 6807.

I. Emergency Plan Implementing Procedures and Status Form Book Updates (VYOPF 3506.09, .10, .11, or .12)

Whenever an EPIP change is received from the Procedure Administrative Assistant, the cognizant individuals for the EOF, TSC, OSC and Control Room shall update the procedure file and status forms book for their facility.

1. Obtain a copy of VYOPF 3506.09, .10, .11 or .12 as appropriate.
2. Update the EPIP book per the procedure change memo.
3. Update status forms book with any copies of forms specified on VYOPF 3506.09, .10, .11 or .12 as appropriate.
4. Return VYOPF 3506.09, .10, .11 or .12 to the EPC for review.
5. The EPC shall file the VYOPF 3506 forms in accordance with AP 6807.

J. Power Fail Phone Test

NOTE

This test is normally conducted on a Sunday evening to minimize impact on plant operations. Testing is scheduled through Work Management.

Per Surveillance Test No. 4000, the power fail phone system in Vernon and Brattleboro will be tested on a semi-annual basis. A switch in the Definity phone system can force the system into a simulated power fail condition by removing battery power to the normally operated relays. When the relays release, the ten lines wired to the relays are transferred from the normal contacts to the ten assigned Telephone Numbers as specified in Appendix G to OP 3504. This action removes thirteen extensions as designated in Appendix G from the Definity phone system.

The Definity phone system continues to operate normally for the other extension users. Extensions can call each other, make long distance calls, and make tie line calls to Bolton and Brattleboro. Since 10 of the 18 outgoing lines are unavailable and the Definity system is "unaware" that 10 of these lines are unavailable, dialing local numbers might be a problem. A connection with a local party might not occur; no busy signal; no denial signal. The caller can try again at which time the Definity system selects the "next" line. Success cannot be guaranteed, and how many times the caller needs to try is uncertain. It should be noted at this point that the Control Room could use one of their 3 power fail phones to reach a local number.

The test consists of checking each of the 13 power fail phones for call out capabilities. A call is made to each of these phones to test ringing. The approximate time to complete the test is about 20 minutes, assuming all locations are readily accessible.

1. CONSULT/TECHS

- a. Contact AT&T Operations Center in Denver and inform them of the impending test.
- b. Contact the Control Room for consent to begin the test.
- c. Contact the Security Shift Supervisor that the test is beginning.
- d. Contact the Control Room, Security Shift Supervisor, and AT&T Operations Center when the test is finished and the Definity system is back to normal.

2. CONTROL ROOM

NOTE

In the event that plant activities do not warrant continuation of the test, contact CONSULT/TECHS to activate switch to terminate test and return Definity system back to normal operation.

- a. When contacted by CONSULT/TECHS that the test is being initiated, make the following Gai-Tronics announcement:

"A TEST OF THE POWER FAIL PHONE SYSTEM IS BEING CONDUCTED. DURING THE TEST, OUTSIDE CALLS WILL BE RECEIVED AND LOGGED BY GATE 2, AND THEY WILL NOT BE TRANSFERABLE." (Repeat announcement.)

- b. When contacted by CONSULT/TECHS that the test has ended, make the following Gai-Tronics announcement:

"THE POWER FAIL PHONE SYSTEM TEST HAS ENDED. PHONE SYSTEM IS BACK TO NORMAL." (Repeat announcement.)

3. GATE 2

NOTE

Incoming calls, dialing 257-7711, ring at Gate 2 and the Main Office for the first three lines (257-7711, 257-7712, and 257-7713), but cannot be transferred. If the Break Hunt Switch is activated, callers receive a busy signal if these three lines are all in use.

- a. If an outside call is received, take caller's name and number and have VY person to be contacted call the party back.

FINAL CONDITIONS

1. All equipment is complete and in operable condition.
2. All documentation retained in accordance with AP 6807.

CONTROL ROOM MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST

Date_____

A. Nuclear Alert System

Time_____

1. Successful Test with Vermont (213) Yes_____ No_____

 Callback from Vermont successful Yes_____ No_____
2. Successful Test with New Hampshire (212) Yes_____ No_____

 Callback from New Hampshire successful Yes_____ No_____
3. Successful Test with Massachusetts (210) Yes_____ No_____

 Callback from Massachusetts successful Yes_____ No_____
4. Successful Group Call Test with VT/NH/MA (111) Yes_____ No_____
5. If the test is unsuccessful, note the nature of the discrepancy

 and the individuals, and agencies contacted.

B. NRC ENS Phone Test

1. Successful Test with the NRC Yes_____ No_____
2. Callback from the NRC successful Yes_____ No_____
3. If unsuccessful, report the loss as directed per AP 0156.

C. Southwest Fire Mutual Aid and Tri-State Mutual Aid Radio Tests

1. Successful test with Keene Dispatcher Yes_____ No_____
2. Successful test with Shelburne Dispatcher Yes_____ No_____

I/C Department notified of the following discrepancies:_____

D. Emergency Alert and Emergency Evacuation Alarms

1. Emergency Alert Alarm Test Heard by Auxiliary Operators

 Yes_____ No_____
2. I/C Department notified of the following discrepancies:

Testing Performed By_____ / _____

 Operator (Print/Sign) Date

Reviewed By_____ / _____

 Shift Supervisor (Print/Sign) Date

Reviewed By_____ / _____

 EPC (Print/Sign) Date

EMERGENCY EQUIPMENT CHECKLIST

ITEMS

INITIALS

I. Outer Gate Guardhouse

A. Inspect respirators (6) (as per DP 4579)

1. Check expiration date on filter canisters (6) _____ (Exp. date) _____
2. Check expiration date on tear gas filters (6) _____ (Exp. date) _____
3. VYDPF 4579.04 completed and submitted for review _____

B. Mobile UHF System Base Radio Station

Performed by: _____ Date: _____
(Print/Sign)

II. Emergency Operations Facility (EOF) - Brattleboro

A. Emergency Equipment Cabinet #1 for use by the Site Recovery Manager

1. Emergency Plan (Copy #12) _____
2. Emergency Plan Implementing Procedures (Copy #35) _____
3. PP 7011, Vermont Yankee Fire Protection and Appendix R Program _____ Rev. _____ / DI # _____
4. Status Forms Book _____
5. YA-NOG-9101, Procedure for Operation of the Nuclear Alert System (NAS) _____ Rev. _____ / DI # _____

NOTE

Operability of the FTS and NAS phones is checked by Emergency Planning using VYOPF 3506.08.

6. Telephones: #1 _____
(Wall Mounted) #5 _____
#6 _____
#19 _____
#20 _____
#21 (SRM Office) _____
#22 (SRM Office) _____
#33 _____
#39 (SRM Office) _____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
#40	_____
#41	_____
#69 (FTS)	_____
#70 (FTS)	_____
#75 (SRM Office) (FTS)	_____
7. Primary Auto Ring Down Phone and EASA-PHONE speaker. Use to contact Control Room. (SRM Office)	_____
8. Alternate Auto Ring Down Phone and EASA-PHONE speaker. Use to contact Control Room. (SRM Office)	_____
9. Vermont Yankee Mini-Prints, Copy #41	_____
10. INPO Emergency Resources Manual (2)	_____
11. State of Vermont Radiological Emergency Response Plan (1)	_____
12. NRC Region I Incident Response Plan (Vols 1 & 2)	_____
13. VY Tech. Specs. Copy #25	_____
14. State of New Hampshire Emergency Response Plan (1)	_____
15. DE&S Emergency Support Plan (Copy #33)	_____
16. Technical Guidelines for EAL Categories & Events (Copy #4)	_____
17. North American Emergency Response Guidebook	_____
18. Emergency Operating Procedures	_____
19. Large EAL sheets from 3125	_____
20. State Advisor Reference Book	_____
21. SAM RPV Cutaway Operator Aid	_____
22. PP 7019, Severe Accident Management Program	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
23. Sealed box of non-time critical items If not sealed, inventory contents, ensure the following are available and reseal. Site Recovery Manager's Log Site Recovery Manager Team Badges NRC Response Team Badges ENS Telephone Headset	_____
B. Emergency Equipment Cabinet #2 for Use By the EOF Coordinator	
1. Emergency Plan	_____
2. Emergency Plan Implementing Procedures	_____
3. EOF Coordinator's Clipboard and Notepad	_____
4. Personnel Monitoring Teams Clipboard and Logbook	_____
5. Manpower and Planning Clipboard with Notepad	_____
6. VYP:317, Purchase Order Processing Procedure	_____
	Date _____
7. EOF Coordinators Log	_____
8. Telephones: #7 (Fax) (Wall Mounted)	_____
#8 (Fax)	_____
#23	_____
#24	_____
#29 (Power Fail Phone located in EOF Coordinator Office)	_____
#30 (EOFC Office)	_____
9. UFSAR	_____
10. Status Forms Book	_____
11. Fax machines (2)	_____
12. Selected Definitions and Clarifications Associated with the Vermont Yankee Technical Specifications (Copy #5)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

C. Emergency Equipment Cabinet #3 for Use By the Radiological Supervisor

- | | | |
|----|---|-------------------------|
| 1. | Off-Site Team Road Maps | _____ |
| 2. | Emergency Plan | _____ |
| 3. | Emergency Plan Implementing Procedures | _____ |
| 4. | Guidelines for Projection of Potential Radioactive Material Release During an Emergency | _____ |
| 5. | Status Forms Book | _____ |
| 6. | Telephones: #11 | _____ |
| | (Wall Mounted) #25 | _____ |
| | #71 (FTS) | _____ |
| | #72 (FTS) | _____ |
| | #76 (FTS) | _____ |
| | #79 | _____ |
| 7. | Potassium Iodide (KI) | |
| | a. Check expiration date | _____ (Exp. date) _____ |
| 8. | METPAC floppy disks | _____ |
| 9. | METPAC User Manual & Technical Description | _____ |

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
10. Sealed box of non-time critical items	_____
If not sealed, inventory contents, ensure the following are available and reseal.	
Emergency Notepad	
Radiological Health Handbook	
DEC Terminal w/Keyboard	
Rad Supervisor's Clipboard	
Stapler w/staples	
In/Out Trays (4)	
Distribution Trays (7)	
Redi-Letter Speed Sets (1 box)	
HPN Telephone Headset	
11. "What If" Dose Projection stamp	_____
D. Emergency Equipment Cabinets #4 and #5 for Use By Off-Site Monitoring Team Personnel and the Radiological Coordinator	
1. Inspect respirators (12) per DP 4579.	_____
a. Check expiration date on filter canisters (12).	_____ (Exp. date) _____
b. Complete VYDPF 4579.04 and submit for review.	_____
2. Status Forms Book	_____
3. VYOPF 4533.01, Air Sample Forms	_____ Rev. _____ / DI # _____
4. Telephones: #27 (Wall Mounted)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
5. Sealed box of non-time critical items	
If not sealed, inventory contents, ensure the following are available and reseal.	
One (1) Box Air Sampler Filters (50 mm)	
Ten (10) Air Sampler Charcoal Cartridges	
Six (6) Air Sampler Environmental Cartridges	
Twelve (12) Small Poly 23 ml Bottles	
Eight (8) Large Poly Bottles	
Twelve (12) Medium Poly Bags	
Thirty-four (34) Small Poly Bags	
Nine (9) Two Dram Vials	
10 Mile EPZ Maps (2)	
Radiological Health Handbook	
Ten (10) Silver Zeolite Air Sample Cartridges (Sealed in plastic)	
Emergency Notepad	
Redi-Letter Speed Sets (1 box)	
Preprinted Magnetic Labels for Off-Site Teams (team, time, location, air code, and dose rate)	

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

E. Emergency Equipment Cabinet #6 for Use By Nuclear Regulatory Commission (NRC) Emergency Response Personnel

NOTE

The Fax machine will be brought to the facility by NRC emergency responders.

- | | | |
|----------------|--------------------|-------|
| 1. Telephones: | #9 | _____ |
| (Wall Mounted) | #13 | _____ |
| | #16 | _____ |
| | #17 | _____ |
| | #18 | _____ |
| | #65 | _____ |
| | #73 | _____ |
| | (FTS) | _____ |
| | #74 | _____ |
| | #80 (Spare) | _____ |
| | (No jack assigned) | _____ |
| | #81 (Spare) | _____ |
| | (No jack assigned) | _____ |
| | #89 | _____ |
| | #90 | _____ |

F. Emergency Equipment Cabinet #7 Located in the State Briefing Area

- | | | |
|---|-------|-------------------------|
| 1. Low Volume Air Sampler (1) | _____ | |
| a. Calibration Up-to-Date | _____ | (Calib. due date) _____ |
| b. Operational Check | _____ | |
| c. Left with fresh paper and cartridge in holder. | _____ | |
| 2. "Bull Horn" (1) | _____ | |
| a. Operational Check | _____ | |
| 3. Electrical Extension Cords (3) | _____ | |
| 4. Dosimeter Charger (1) Check OK | _____ | |
| 5. High Range Dosimeters (20) | _____ | |
| a. Calibration Up-To-Date | _____ | (Calib. due date) _____ |

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
6. Gamma Dose Rate Meter (2)	_____
a. Battery Check OK	_____
b. Calibration Up-To-Date	_____ (Calib. due date) _____
7. Administrative Supplies (pens, pencils, etc.)	_____
8. Flashlights (12)	_____
9. Batteries (12)	_____
10. Check Source (Strength >1 mR/hr but <4 mR/hr)	_____
11. Telephones: (mounted in Chem. & Sample Analysis Lab)	
#14	_____
#15	_____
12. SAM-II Ba-133 Source	_____
G. The following equipment is located in the Sprinkler Room of the Training Center:	
1. Sealed decontamination barrel containing non-time critical items	_____
If not sealed, inventory contents, ensure the following are available, and reseal.	
a. Towels (12)	
b. Face Cloths (12)	
c. Decon Soap (3)	
d. Plastic Bags (12)	
e. Poly 6 ml x 6' x 100' (1 roll)	
f. Paper Towels (5 boxes)	
g. Scissors (1 pair)	
h. Blotter Paper (3 10' sections)	
i. Masking Tape (5 rolls)	
j. Cloth Gloves (2 bundles)	
k. Surgeons Gloves (1 box)	
l. Plastic Basins (3)	
m. Scrub Brushes (12)	
n. "Radioactive Material" Tape (2 rolls)	
o. Paper Suits (10 pair)	

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
2. RP 0537, Contamination Events	_____ Rev. _____ / DI # _____
3. (1) VY Emergency Off-Site Dose Rate Nomogram #1	_____ #1
4. (4) EAL Charts - AP 3125 #2	_____ #2
5. (1) 10 Mile EPZ Maps #3	_____ #3
6. (1) Area Map/Dispersion "Wheel" #4	_____ #4
7. (1) Plant Parameter Status Board #5	_____ #5
8. (1) Dose Assessment Board #6	_____ #6
9. (1) Field Sample Thyroid Dose Nomogram #7	_____ #7
10. (1) Air Sample Codes for I-131 Air Concentrations #8	_____ #8
11. (1) 50 Mile Ingestion Pathway Map #9	_____ #9
12. (1) Assignment Tag Board (Tag board located behind Training Security desk) #10	_____ #10
13. Manpower and Planning Assistant Status Boards 1 and 2 #11A and #11B	_____ #11A _____ #11B
14. (1) Emergency Operations Facility Organization #12	_____ #12
15. (1) Vermont Yankee Emergency Management Organization #13	_____ #13
16. RM-14 with HP-210 Probe (2)	_____
a. Battery Check OK	_____
b. Calibration Up-To-Date	_____ (Calib. due date) _____
17. UHF Radio Transmitter/Receiver Systems (2)	_____
18. Wireless Headset (charging) for VY use NRC FTS HPN Phone	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

H. Miscellaneous Items

1. Test communications with New York State Radiological Control Agency by dialing 1-518-457-2200 (backup 518-457-6811). Advise of the test and record name of NY State Official contacted.

(NY State Official)

2. Test data line for Dose Tracking System - Ingress. Perform the following steps for system operability:
 - a. Obtain a DEC terminal.
 - b. Plug terminal to wall module, jack #28, located in Rad Assessment Area. Turn on.
 - c. The system is ready to operate:
 - 1) Press the <RETURN> key and type in your CVAX account name and password ID.
 - 2) At the \$, type in "SET HOST HIS" and press the <RETURN> key.
 - 3) Type in RWP1 account name and password ID.
 - 4) At the menu, the HIS is ready for access.
 - 5) To log-off the HIS, at the menu:
 - a) select the EXIT option and press the <RETURN> key,
 - b) at the \$, type LO, and press the <RETURN> key to get off the CVAX computer.
 - d. Return DEC terminal to original location.
3. METPAC PC System operational. _____
 - a. Log onto the system and record METPAC version. _____ METPAC Version: _____
4. SAM-II - Perform source check per DP 4562 to verify proper operation (source is located in Cabinet #7, EOF). _____ (Calib. due date) _____
5. Recovery planning boards on wall in SRM office (2). _____

Performed by: _____ Date: _____
(Print/Sign)

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

III. OSC Equipment

A. General Material

1. Status Forms File Drawer _____
2. OSC blank forms updated _____
3. High Range Dosimeters (13) _____
 - a. Calibration up-to-date _____ (Calib. due date) _____
 - b. Dosimeter charger operational check _____
4. SAM-2 - Perform source check per DP 4562 to verify proper operation (source is located in RP Checkpoint source locker) _____ (Calib. due date) _____
5. Potassium Iodide (KI) _____
 - a. Check expiration date _____ (Exp. date) _____
6. OSC Phone Jacks (ER981874_02)
 - #11 _____
 - #27 _____
 - #55 _____

B. Site Boundary Team Kit

1. Site Boundary clipboard _____
 - a. Implementing procedure checklist (OP 3510) (2 copies) _____ Rev. _____ / DI # _____
 Current Rev. # _____
 DI # _____
 - b. Paper pad _____
2. High range dosimeters (4) _____
 - a. Calibration up-to-date _____ (Calib. due date) _____
 - b. Dosimeter charger operational check _____
3. Check Source _____
 - a. Strength >1 mR/hr. and <4mR/hr _____
4. Stopwatch _____
 - a. Operational check _____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

5. Air Sampler

a. Operational check (run
for about 3 min.)

(Calib. due date)

b. Left with fresh filter
paper and cartridge in
holders

c. Battery on charger

6. Flashlight (1) operational check

7. Gamma Dose Rate Meter

(Calib. due date)

a. Battery check sat

8. Batteries "D" cells (2)

9. RM-14/HP-210

a. Battery Check OK

b. Calibration up-to-date

(Calib. due date)

10. Sealed container of non-time critical items

If not sealed, inventory
contents, ensure the
following are available, and
reseal.

Filter paper, air sample (1
box)

Parafilm

Tweezers (1 pair)

Surgeons gloves (1 box)

Charcoal filter cartridges
(6)

Ten (10) Silver zeolite
cartridges (sealed in
plastic)

Pencils (approx. 4)

Filter/Cartridge Collection
envelopes (6)

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

C. Off-Site Emergency Kits

Kit 1
(BLUE)

Kit 2
(GREEN)

Kit 3
(BLACK)

NOTE

During an emergency, off-site teams will be issued portable radios in accordance with procedure OP 3504, "Emergency Communications".

1. Implementing procedure checklist (OP 3510) (3 copies each)

Rev. _____

Rev. _____

Rev. _____

Current Rev. # _____

DI # _____

2. High range dosimeters (4)

a. Calibration date

b. Dosimeter charger - operational check

3. Check Source

a. Strength >1mR/hr. and <4mR/hr

4. Stopwatch

a. Operational check

5. Air Sampler

a. Operational check (run for about 3 mins.)

b. Calibration Due Date

Calib. Due Date

c. Left with fresh filter paper and cartridge in holders

d. Battery on charger (1) (used for operational checks)

6. RM-14 HP/210 probe

a. Battery check OK

b. Calibration up-to-date
Calib. Due Date:

Calib. Due Date

7. Gamma Dose Rate Meter

a. Battery check OK

b. Calibration up-to-date
Calib. Due Date:

Calib. Due Date

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS	Kit 1 (BLUE)	Kit 2 (GREEN)	Kit 3 (BLACK)
8. Flashlights (2) operational check	_____	_____	_____	_____
9. Batteries "D" cells (6)	_____	_____	_____	_____
10. Sealed container of non-time critical items	_____	_____	_____	_____
If not sealed, inventory contents, ensure the following are available, and reseal.				
Poly bottles (3)				
Poly bags (3)				
Smear paper (1 box)				
Activated charcoal filter cartridges (6)				
Ten (10) Silver zeolite cartridges (sealed in plastic)				
Marking pen (approx. 4)				
Screwdriver				
Keys to Envir. Stations				
Filter/Cartridge Collection envelopes (6)				
Off-Site Team Clipboard				
Paper pad				
Filter paper, air sample (1 box)				
Parafilm				
Tweezers (1 pair)				
Surgeons gloves (1 box)				
D. Inspect respirators (16) per DP 4579	_____			
1. Check expiration date on filter canisters (16)	_____			
2. VYDPF 4579.04 completed and submitted for review	_____			
E. All equipment and materials returned to the kits and the kits sealed	_____			

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
F. OSC Dosimetry Kit (at Checkpoint)	
1. Dosimeters	
a. 20 Self Reading Dosimeters (SRDs)	_____
b. 1 SRD Charger (AC)	_____
c. 10 TLDs	_____
d. 2 TLD Controls	_____
e. 6 Extremity TLDs	_____
f. 2 Extremity Controls	_____
2. Procedures	
a. AP 0506, Personnel Monitoring	_____ Rev. _____ /DI # _____
b. AP 0525, Dosimetry Processing	_____ Rev. _____ /DI # _____
c. AP 0546, Planned Special Exposure	_____ Rev. _____ /DI # _____
d. OP 3507, Emergency Radiation Exposure Control	_____ Rev. _____ /DI # _____
e. General Access RWP	_____
3. Forms	
a. NRC Form 4	_____
b. Exposure History Release Forms	_____
c. VYAPF 0525.06, Pregnant Woman Declaration Form	_____ Rev. _____ /DI # _____
d. VYAPF 0506.08, Multibadge TLD Location Form	_____ Rev. _____ /DI # _____
e. VYOPF 3507.01, Personnel Exposure Log	_____ Rev. _____ /DI # _____
f. VYAPF 0506.07, Administration Radiation Exposure Control Change Request	_____ Rev. _____ /DI # _____
g. VYAPF 0525.09, Lost, Damaged or Misused Dosimetry Report	_____ Rev. _____ /DI # _____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

h. VYAPF 0525.08,
Visitor/Tour Member
Logsheets

Rev. /DI #

i. VYAPF 0896.01, PADs
Consent Form

Rev. /DI #

j. VYAPF 0525.07, Reg.
Guide 8.13 Logsheets

Rev. /DI #

k. VYAPF 0525.11, RWP Sign-
In Sheet

Rev. /DI #

Performed by: _____ Date: _____
(Print/Sign)

IV. Inner Gatehouse

A. General Equipment

1. RM-14 with HP 210 probe (this
can be standby unit for
portal monitor)

a. Battery check OK

b. Calibration up-to-date

(Calib. due date)

2. Inspect respirators (6) as
per DP 4579

a. Check expiration date on
filter canisters

(Exp. date)

b. Tear gas canisters

(Exp. date)

c. VYDPF 4579.04 completed
and submitted for review

3. Verify with Security that a
minimum of six (6) hand held
radios are available for use

B. Security Site Boundary Team Kit

1. Gamma Dose Rate Meter

a. Battery check OK

b. Calibration up-to-date

(Calib. due date)

2. Air Sampler

(Calib. due date)

a. Operational check (run
for about 3 min.)

b. Left with fresh filter
paper and cartridge in
holders

c. Battery on charger

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
3. Stopwatch	_____
a. Operational check	_____
4. OP 3510 Current Rev. # _____ DI # _____	_____ Rev. _____ / DI # _____
5. Batteries "D" cells (6)	_____
6. Flashlight (1) operational check	_____
7. High range dosimeters (10)	_____ (Calib. due date) _____
8. Check source	_____
a. Strength >1mR/hr. and <4mR/hr	_____
9. Sealed box of non-time critical items	_____
If not sealed, inventory contents, ensure the following are available, and reseal.	
Filter papers (1 box)	
Charcoal cartridges (6)	
Ten (10) Silver zeolite cartridges (sealed in plastic)	
Tweezers (1 pair)	
Surgeons gloves (1 box)	
Filter/Cartridge Collection envelopes (6)	
Performed by: _____	Date: _____
(Print/Sign)	

V. Main Control Room

A. General Equipment

1. Area Map/Dispersion "wheel"	_____
2. Off-Site Dose Nomogram	_____
3. High range dosimeters (5)	_____
a. Calibration up-to-date	_____ (Calib. due date) _____
b. Dosimeter charger operational check	_____
4. Potassium iodide (KI)	
a. Check expiration date	_____ (Exp. date) _____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

- | | |
|---|-------|
| 5. Emergency Plan | _____ |
| 6. Emergency Plan Implementing Procedures | _____ |
| 7. Emergency Logbook | _____ |
| 8. Status Forms Drawer | _____ |
| 9. SAM RPV Cutaway Operator Aid | _____ |
| | |
| B. Inspect Scott-Pacs (6) (as per DP 4579) | _____ |
| 1. VYDPF 4579.01 completed and submitted for review | _____ |

Performed by: _____ Date: _____
(Print/Sign)

VI. Technical Support Center

A. General Equipment

- | | | |
|---|-------|-------------------------|
| 1. Emergency Plan | _____ | |
| 2. Emergency Plan Implementing Procedures | _____ | |
| 3. Status Forms Book | _____ | |
| 4. VYOPF 4533.01, Air Sample Form (6) | _____ | Rev. _____ / DI # _____ |
| 5. Offsite Dose Rate Nomogram | _____ | |
| 6. Mobile UHF System Base Radio Station | _____ | |
| 7. Area Map/Dispersion "Wheel" | _____ | |

NOTE

The FTS phones are stored in the EP cabinet in the TSC Communications Room, and are plugged into the appropriate wall jacks in the Computer User's Room, TSC Communications Room, and the NRC front office (see Figure 4 of OP 3504).

- | | | |
|--------------------|-----|-------|
| 8. FTS Telephones: | #39 | _____ |
| (wall mounted) | #40 | _____ |
| (wall mounted) | #41 | _____ |
| (wall mounted) | #42 | _____ |
| | #43 | _____ |
| | #44 | _____ |
| | #45 | _____ |
| | #47 | _____ |

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
9. TSC Phone Jacks (ER981874_02)	
#18	_____
#21	_____
#22	_____
(wall mounted) #26	_____
(wall mounted) #27	_____
#28	_____
#29	_____
#34	_____
10. Gamma dose rate meter	_____ (Calib. due date)
11. RM-14 with HP 210 probe (1)	_____ (Calib. due date)
12. Air sampler, low volume, with charcoal cartridge (1)	_____ (Calib. due date)
a. Operational Check	_____
b. Left with fresh filter paper and cartridge in holder	_____
13. High range dosimeter (4)	_____ (Calib. due date)
14. Inspect respirators (4) (as per DP 4579)	_____
a. Check expiration date on filter canisters	_____ (Exp. date)
b. VYDPF 4579.04 completed and submitted for review	_____
15. Potassium iodide (KI)	
a. Check expiration date	_____ (Exp. date)
16. Perform a functional test on four (4) RM-16's	_____
17. Check cal-due date on TSC Cam	_____ (Calib. due date)
18. Check TSC Cam for chart paper	_____
19. Check the TSC Cam for filter paper and charcoal cartridge (refer to DP 2521).	_____
20. Turn on the TSC Cam and perform the daily operational checks per DP 2521.	_____
a. If any problems are identified, correct the deficiency and notify the RP Supervisor (instruments).	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
21. Restore the TSC Cam to standby status.	_____
22. Dosimeter charger operational check	_____
23. Contact Lists (2)	_____
24. North American Emergency Response Guidebook	_____
25. SAM RPV Cutaway Operator Aid	_____
26. PP 7019, Severe Accident Management Program (2)	_____
27. Sealed container of non-time critical items	_____
If not sealed, inventory contents, ensure the following are available, and reseal.	
Charcoal filter cartridges (6)	
Six (6) Silver zeolite (sealed in plastic)	
Filter paper, air sample (1 box)	
Tweezers (1 pair)	
Surgeons gloves (1 box)	
Smear papers (1 box)	
TSC Primary Position Title Tags	
ENS and HPN Telephone Headsets	
TSC Logbook	
Performed by: _____ Date: _____ (Print/Sign)	
VII. Governor Hunt House Monitoring Kit (Located at OSC)	
A. GHH clipboard	
1. Implementing procedure checklist (OP 3510) (2 copies)	
Current Rev. # _____ Rev. _____ / DI # _____ DI # _____ 	

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

- B. Sealed kit containing non-time critical items _____

If not sealed, inventory contents, ensure the following are available and reseal.

Check source (strength >1 mR/hr and <4 mR/hr)

Personnel Monitoring Passes (75)

Maps to the EOF/RC (30)

Hooded paper coveralls (10)

Plastic shoe covers (15 pairs)

Cloth gloves (24 pairs)

Pens (1 box)

- C. RM-14 HP/210 Probe (2) _____

1. Battery check OK _____

2. Calibration up-to-date _____

Calib. Due Date: _____

Performed By _____
RP Technician (Print/Sign)

Date: _____

Discrepancies or Comments:

Reviewed By _____ / _____
RP Supervisor (Print/Sign) Date

Approved By _____ / _____
EPC (Print/Sign) Date

BRATTLEBORO MEMORIAL HOSPITAL EMERGENCY EQUIPMENT CHECKLIST

Date _____

Directions: Initial inventoried items and note comments in the righthand column.
Replace equipment as required.

<u>Item</u>	<u>Initials</u>	
<u>1. Instruments and Dosimetry</u>		
a. Gamma Dose Rate Survey Meter		
1) Instrument VY # _____	_____	(Calib. due date)
2) Battery test	_____	
b. Beta/Gamma Monitor, RM-14 w/probe (HP210). VY # _____	_____	(Calib. due date)
1) Battery test	_____	
c. 0-500 mR Self-reading pocket dosimeters (10).	_____	(Calib. due date)
d. Thermoluminescent dosimeters (10).	_____	(Calib. due date)
e. Dosimeter Charger	_____	
1) Check operability.	_____	
f. The Vinton ring dosimeters (10)	_____	
g. Check Source (located at Nurse's Station)	_____	
<u>2. Procedures</u>		
a. Brattleboro Memorial Hospital Radiologically Contaminated Casualty Protocol (2)	_____	
b. OP 3508, On-Site Medical Emergency Procedure	_____	Rev. _____ / DI # _____
Current Rev. # _____		
DI # _____		
3. Lead container for high activity samples	_____	
4. Packaged disposable table top with inflatable water containers	_____	
<u>5. Equipment and Supplies</u>		
a. Herculite Floor Covering	_____	
b. 2-inch Masking tape (4 rolls)	_____	
c. Signs "Caution - Radiation Area" (4)	_____	
d. Radioactive Material Tags	_____	

BRATTLEBORO MEMORIAL HOSPITAL EMERGENCY EQUIPMENT CHECKLIST (Continued)

Item

Initials

- e. Barrier tape (1 roll) _____
- f. Step-off pads (2) _____
- g. Yellow 30 gal. drum (1) _____
- h. Hose for table top drain _____

Performed By _____ / _____
RP Technician (Print/Sign) Date

Discrepancies or Comments:

Reviewed By _____ / _____
RP Supervisor (Print/Sign) Date

Approved By _____ / _____
EPC (Print/Sign) Date

CHEMISTRY EMERGENCY EQUIPMENT READINESS CHECK

	Initials
I. Liquid PASS Sampling Kit (Chemistry Lab)	
A. 6 syringes with 1.5 inch needles (3 cc)	_____
B. 1 syringe shield	_____
C. 12 offgas vials with stoppers	_____
D. 12 two-dram vials	_____
E. One 500 ml. graduated cylinder (located at PAS panel or Chem Lab)	_____
F. 1 vacuum gauge with needle	_____
G. 10 spare offgas vial stoppers	_____
H. Large and small tongs	_____
I. Flashlight w/batteries (functional)	_____
J. 2 plastic bags for RB 303' samples	_____
II. Plant Vent Stack PASS Sampling Kit	
A. Spare panel needle	_____
B. 2 inline cartridge holders in kit	_____
C. 1 box of glass fiber filter paper (minimum of 10 filters)	_____
D. 12 envelopes for air samples	_____
E. 15 silver zeolite cartridges, sealed in plastic	_____
F. 6 CP-100 Charcoal Cartridges	_____
G. 12 offgas vials with stoppers	_____
H. 1 vacuum pump with needle	_____
I. 1 shield for syringe	_____
J. 5 copies of VYOPF 2611.03 and 10 copies of VYOPF 2611.04 in the current revision	_____
K. Large tongs	_____

CHEMISTRY EMERGENCY EQUIPMENT READINESS CHECK (Continued)

Initials

L. 10 copies each of VYOPF 3534.01 and VYOPF 3534.02
in the current revision

M. Flashlight w/batteries - Functional Check

N. 2 wrenches for PAS needle changeout

O. 9 3cc syringes w/needles

P. 1 inline cartridge holder installed at Stack

Q. 1 gas marinelli

III. Lead Shield "Pigs"

A. One lead brick with cutouts for liquid samples

B. Two lead "pigs" with handles at the Plant Vent
Stack Base.

Performed By _____ / _____
Chemistry Technician (Print/Sign) Date

Discrepancies or comments:

Reviewed By _____ / _____
Chemistry Supervision (Print/Sign) Date

Approved By _____ / _____
EPC (Print/Sign) Date

POST-ACCIDENT SAMPLING KITS (RP)

ITEMS	INITIALS	REMARKS
Containment Sampling (RP Checkpoint)		
A. 6 - syringes	_____	
B. 1 - syringe shield	_____	
C. 3 - sample bombs w/stoppers	_____	
D. 6 - spare vial stoppers	_____	
E. 12 - offgas vials w/stoppers	_____	
F. 2 - male quick connects	_____	
G. 1 - vacuum gauge w/needle	_____	
H. 1 - 5 cc syringe	_____	
I. High range dosimeters (3)	_____	(Calib. due date)
J. Large tongs	_____	
II. Miscellaneous Lead Shields (to be used in Post-Accident Sampling)		
A. Two shields for containment sample bombs (located on platform in radwaste hallway)	_____	

Performed By _____ / _____
RP Technician (Print/Sign) Date

Discrepancies or Comments:

Reviewed By _____ / _____
RP Supervisor (Print/Sign) Date

Approved By _____ / _____
EPC (Print/Sign) Date

PROCEDURE / FORM COPY UPDATE WORKSHEET

PROCEDURE/FORM			BRATTLEBORO LOCATIONS					VERNON LOCATIONS			
No.	Rev.	DI #	#1	#2	#3	#4	S. Rm	TSC	OSC	KITS	Gate II
0506									•		
0506.07									•		
0506.08									•		
0525									•		
0525.06									•		
0525.07									•		
0525.08									•		
0525.09									•		
0537							•				
0546									•		
0896.01									•		
3507											•
3507.01											•
3510										•	•
4533.01							•		•		
7011			•								
7019			•					•			

TSC/EOF FTS AND NAS PHONE CHECKLIST

A. Emergency Operations Facility - Brattleboro

1. Test NRC FTS Phones

Since all the FTS phones use the same telephone number(s) to contact the NRC Operations Center in Rockville, MD, the ENS phone is tested first to verify the operability of the circuit between Brattleboro and Rockville. The remaining FTS phones can be tested without contacting the NRC Operations Center.

a. ENS

Test the Brattleboro NRC FTS ENS line by using phone (#75) in the Site Recovery Manager's Room, and implementing the following steps:

- 1) Lift the receiver and listen for the dial tone.
- 2) After receiving a dial tone, dial the first number listed below (or on the sticker located on the telephone base) using all 10 digits. If the first number is busy, proceed on with the second number.

 301-816-5100
 301-951-0550
 301-415-0550
- 3) State your name, location, and the fact that you are testing the Brattleboro EOF/RC ENS. Request that the NRC staff member call back at 700-661-4329.
- 4) Results Date: _____
 Successful call to the NRC: YES _____ NO _____
 NRC Contact: _____ Time: _____
 Successful callback from the NRC: YES _____ NO _____
 NRC Contact: _____ Time: _____
- 5) If not completely successful in Step 4), notify the Control Room immediately.

b. Other NRC FTS Phones

The remaining FTS phones in Brattleboro are tested by calling each FTS phone from a different FTS phone.

2. Test Nuclear Alert System (NAS) Orange Phone:

- a. Place a call to each of the three states NAS extensions as specified below, requesting a call back to ensure system operability.

SRM Office (NAS #1, Ext. 511)	Date: _____
Call Out:	Return Call:
Time _____	Time _____
VT (213) _____	VT _____
Contact Initials	Contact Initials
NH (212) _____	NH _____
Contact Initials	Contact Initials
MA (210) _____	MA _____
Contact Initials	Contact Initials

TSC/EOF FTS AND NAS PHONE CHECKLIST (Continued)

States Room (NAS #2, Ext. 411) Date: _____

Call Out: Return Call: _____

Time _____ Time _____

VT (213)	_____	_____	VT	_____	_____
	Contact	Initials		Contact	Initials
NH (212)	_____	_____	NH	_____	_____
	Contact	Initials		Contact	Initials
MA (210)	_____	_____	MA	_____	_____
	Contact	Initials		Contact	Initials

3. Test performed by: _____ / _____
(Print/Sign) Date

B. Technical Support Center - Vernon

1. Test NRC FTS Phones

Since all the FTS phones use the same telephone number(s) to contact the NRC Operations Center in Rockville, MD, the ENS phone is tested first to verify the operability of the circuit between Vernon and Rockville. The remaining FTS phones can be tested without contacting the NRC Operations Center.

a. ENS

Test the Vernon NRC FTS ENS line by using phone (#41) in the TSC Communications Room, and implementing the following steps:

- 1) Lift the receiver and listen for the dial tone.
- 2) After receiving a dial tone, dial the first number listed below (or on the sticker located on the telephone base) using all 10 digits. If the first number is busy, proceed on with the second number.

301-816-5100
301-951-0550
301-415-0550
- 3) State your name, location, and the fact that you are testing the Vernon ENS. Request that the NRC staff member call back at 700-661-4323.

4) Results Date: _____
Successful call to the NRC: YES _____ NO _____
NRC Contact: _____ Time: _____
Successful callback from the NRC: YES _____ NO _____
NRC Contact: _____ Time: _____

- 5) If not completely successful in Step 4), notify the Control Room immediately.

b. Other NRC FTS Phones

The remaining FTS phones in Vernon are tested by calling each FTS phone from a different FTS phone.

TSC/EOF FTS AND NAS PHONE CHECKLIST (Continued)

2. Test performed by: _____ / _____
(Print/Sign) Date

Approved by: _____ / _____
EPC (Print/Sign) Date

EOF EMERGENCY PLAN IMPLEMENTING PROCEDURES AND
STATUS FORMS BOOK UPDATE

Change # _____

A. Emergency Equipment Cabinet #1 for use by the Site Recovery Manager

1. Update Emergency Plan Implementing Procedures per the Procedure Change Memo
2. Update status forms book for any changes to the following:
 - a. AP 3125, Emergency Plan Classification and Action Level Scheme
 - (4 large copies of appendices for Sprinkler Room)
 - b. OP 3511, Off-Site Protective Action Recommendations
 - c. VYOPF 3511.01, Protective Action Recommendation Worksheet
 - d. VYOPF 3504.03, Emergency Classification and PAR Notification Form
 - e. VYOPF 3501.04, Plant Status Briefing Form

Initials

Initials

Initials

Initials

Initials

Initials

Initials

B. Emergency Equipment Cabinet #2 for use by the EOF Coordinator

1. Update Emergency Plan Implementing Procedures per the Procedure Change Memo
2. Update status forms book for any changes to the following:
 - a. VYOPF 3502.02, Personnel Accountability Log
 - b. VYOPF 3504.02, Plant Parameters
 - c. OP 3511, Off-Site Protective Action Recommendations
 - d. VYOPF 3511.01, Protective Action Recommendation Worksheet

Initials

Initials

Initials

Initials

Initials

C. Emergency Equipment Cabinet #3 for use by the Radiological Supervisor

1. Update Emergency Plan Implementing Procedures per the Procedure Change Memo

Initials

EOF EMERGENCY PLAN IMPLEMENTING PROCEDURES AND
STATUS FORMS BOOK UPDATE (Continued)

2. Update status forms book for any changes to the following:

- | | | |
|----|---|---|
| a. | OP 3513, Evaluation of Off-Site Radiological Conditions | <u> </u>
Initials |
| b. | OP 3511, Off-Site Protective Action Recommendations | <u> </u>
Initials |
| c. | VYOPF 3513.01, Dose Assessment Status | <u> </u>
Initials |
| d. | VYOPF 3513.02, Isotopic Analysis | <u> </u>
Initials |
| e. | VYOPF 3513.03, Field Data Status Log | <u> </u>
Initials |
| f. | VYOPF 3513.04, Dose at Selected Locations | <u> </u>
Initials |
| g. | VYOPF 3511.01, Protective Action Recommendation Worksheet | <u> </u>
Initials |
| h. | VYOPF 3507.01, Personnel Exposure Log | <u> </u>
Initials |
| i. | VYOPF 3507.03, Potassium Iodide Administration Record | <u> </u>
Initials |
| j. | VYOPF 3504.02, Plant Parameters | <u> </u>
Initials |
| k. | VYOPF 3502.02, Personnel Accountability Log | <u> </u>
Initials |

D. Emergency Equipment Cabinet #4 for use by Off-Site Monitoring Team Personnel and Radiological Coordinator

1. Update status forms book for any changes to the following:

- | | | |
|----|--|---|
| a. | OP 3525, Radiological Coordination | <u> </u>
Initials |
| b. | VYOPF 3504.02, Plant Parameters | <u> </u>
Initials |
| c. | VYOPF 3513.01, Dose Assessment Status Form | <u> </u>
Initials |
| d. | VYOPF 3513.02, Isotopic Analysis | <u> </u>
Initials |
| e. | VYOPF 3513.03, Field Data Status Log | <u> </u>
Initials |
| f. | VYOPF 3513.04, Doses at Selected Locations | <u> </u>
Initials |

EOF EMERGENCY PLAN IMPLEMENTING PROCEDURES AND
STATUS FORMS BOOK UPDATE (Continued)

Discrepancies or Comments: _____

Performed By _____ / _____
(Print/Sign) Date

Reviewed By _____ / _____
Emergency Plan Coordinator (Print/Sign) Date

OSC EMERGENCY PLAN IMPLEMENTING PROCEDURES AND
STATUS FORMS BOOK UPDATE

Change # _____

A. Update status forms book for any changes to the following:

- | | | |
|-----|---|----------|
| 1. | OP 3507, Emergency Radiation Exposure Control | _____ |
| | | Initials |
| 2. | OP 3501, Appendix VI - Alert - Radiological Habitability Assessment | _____ |
| | | Initials |
| 3. | OP 3501, Appendix VII - Alert - Operations Support Center Coordinator | _____ |
| | | Initials |
| 4. | VYOPF 3501.01, Emergency Conditions Radiological Assessment Form | _____ |
| | | Initials |
| 5. | VYOPF 3501.02, Personnel Accountability Log | _____ |
| | | Initials |
| 6. | VYOPF 3501.06, OSC Team Work Status Form | _____ |
| | | Initials |
| 7. | VYOPF 3507.01, Personnel Exposure Log | _____ |
| | | Initials |
| 8. | VYOPF 3507.02, Emergency Radiation Exposure Briefing/Debriefing | _____ |
| | | Initials |
| 9. | VYOPF 3507.03, Potassium Iodide Administration Record | _____ |
| | | Initials |
| 10. | VYOPF 3524.02, Initial Site Accountability Check-In Form | _____ |
| | | Initials |

Discrepancies or Comments: _____

Performed By _____ / _____

(Print/Sign) Date

Reviewed By _____ / _____

Emergency Plan Coordinator (Print/Sign) Date

CONTROL ROOM EMERGENCY PLAN IMPLEMENTING PROCEDURES AND
STATUS FORMS BOOK UPDATE

Change # _____

A. Update Emergency Plan Implementing Procedures per the Procedure
Change Memo

Initials

B. Update status forms drawer for any changes to the following:

1. OP 3500, Unusual Event - Appendix I - Shift
Supervisor/Plant Emergency Director

Initials

2. OP 3501, Alert - Appendix I - Shift Supervisor/Plant
Emergency Director

Initials

3. OP 3502, Site Area - Appendix I - Shift Supervisor/Plant
Emergency Director

Initials

4. OP 3503, General Emergency - Appendix I - Shift
Supervisor/Plant Emergency Director

Initials

5. VYOPF 3504.02, Plant Parameters

Initials

6. VYOPF 3504.03, Emergency Classification and PAR
Notification Form

Initials

7. VYOPF 3508.01, Medical Emergency Medical Status Record
Sheet

Initials

8. VYOPF 3511.01, Protective Action Recommendation Worksheet

Initials

9. VYOPF 3513.01, Dose Assessment Status Form

Initials

Discrepancies or Comments: _____

Performed By _____ / _____
(Print/Sign) Date

Reviewed By _____ / _____
Emergency Plan Coordinator (Print/Sign) Date

TSC EMERGENCY PLAN IMPLEMENTING PROCEDURES AND
STATUS FORMS BOOK UPDATE

Change # _____

A. Update Emergency Plan Implementing Procedures per the Procedure
Change Memo

Initials

B. Update status forms book for any changes to the following:

1. OP 3500, Unusual Event - Appendix III - Technical Support
Center Coordinator

Initials

2. OP 3501, Alert - Appendix III - Technical Support Center
Coordinator

Initials

3. OP 3502, Site Area - Appendix III - Technical Support
Center Coordinator

Initials

4. OP 3503, General Emergency - Appendix III - Technical
Support Center Coordinator

Initials

5. VYOPF 3501.02, Personnel Accountability Log

Initials

6. VYOPF 3524.02, Initial Site Accountability Check In Form

Initials

7. VYOPF 3504.02, Plant Parameters

Initials

8. VYOPF 3504.03, Emergency Classification and PAR
Notification Form

Initials

Discrepancies or Comments: _____

Performed By _____ / _____
(Print/Sign) Date

Reviewed By _____ / _____
Emergency Plan Coordinator (Print/Sign) Date

EMERGENCY RESPONSE TELEPHONE NUMBER CHECK

- A. Verify that telephone numbers listed in OP 3504, Appendix B, are accurate.

Discrepancies:

- B. Verify that telephone numbers listed in AP 0156 are accurate.

Discrepancies:

Performed by _____ / _____
EP Staff Member (Print/Sign) Date

Approved by _____ / _____
Emergency Plan Coordinator (Print/Sign) Date