



10 CFR 50, Appendix E

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090-04930-CKS/lgl
December 14, 2000

U. S. Nuclear Regulatory Commission
ATTN: Document Control Desk
Mail Station P1-37
Washington, DC 20555-0001

Dear Sirs:

**Subject: Palo Verde Nuclear Generating Station (PVNGS)
Units 1, 2, and 3
Docket Nos. STN 50-528/529/530
Emergency Plan Implementing Procedure Update**

Enclosed please find the revised PVNGS Emergency Plan Implementing Procedure (EPIP), which is being submitted in accordance with 10 CFR 50, Appendix E.V. There are no commitments made to the NRC in this letter. The procedure number of this EPIP, included with this transmittal is indicated on the enclosed list. The effective date of EPIP-08 rev. 7 is December 15, 2000.

APS is forwarding two copies of the enclosure to the NRC Region IV Office and copies of the revised EPIP have also been provided to the NRC Resident Inspectors.

If you have questions regarding this submittal, please contact me at (623) 393-2099.

Sincerely,

Craig Seaman
Director
Emergency Services

EEL/lgl

Enclosure

cc: E. W. Merschoff (w/Enclosure - 2 copies)
M. B. Fields (w/o Enclosure)
J. H. Moorman (w/o Enclosure)

A045

ENCLOSURE

PVNGS EMERGENCY PLAN IMPLEMENTING PROCEDURE

<u>TITLE</u>	<u>NUMBER</u>	<u>REVISION</u>
Emergency Planning Administration	EPIP-08	7

EMERGENCY PLAN IMPLEMENTING PROCEDURE LISTING OF MARKED PAGES

<u>NUMBER</u>	<u>REVISION</u>	<u>PAGE NUMBERS MARKED*</u>
EPIP-08	7	42, 43, 45, 46, 65, 86, 90, 91, 92

*Certain EPIPs contain information considered private or proprietary (including names, home telephone numbers, and internal and external telephone numbers, which must remain available during an emergency). In accordance with Generic Letter No. 81-27, the specific information has been bracketed on the indicated pages. We request this information be considered confidential and withheld from public disclosure pursuant to 10 CFR 2.790(a) and 10 CFR 9.17(a).

Nuclear Information and Records Management Transmittal

Procedure Number

EPIP-08

Revision #

007

Effective Date

12-15-2000

Document #	Critical Area	Control	Custodian	Location	Paper	Quantity	Remarks
EPIP-07		17-027M	GOVT- LIASON	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027N	ADM-&-LOG-COORD	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027Q	EMER-OPS-DIRECT	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027R	DOSE-ASSESS-HLTH-PH	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027S	RP-SUP-TECH	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027T	USNRC-LIAISON-HP	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027U	AST-EMER-OPS-DIR	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-027Y	SHIFT TECH ADVISORY	Y/BUCKEYE-APS-DIST-OFFICE	PW	1	MAIL TO STA. 6050, R DUNCAN UPDATES
EPIP-07		17-028	MEDICAL-FACILITY	C/BLDG-F-1ST-FL-MEDICAL	PW	1	
EPIP-08		05-015	SUPV-STDS	H/DAWPS-BLDG	PW	1	
EPIPS		00-000		C/SIM-A-PW-INV	PW	5	DD DELIVERY ONLY
EPIPS		00-000		C/SIM-B-PW-INV	PW	5	DD DELIVERY ONLY
EPIPS		00-000	NRC DOCUMENT CONTROL DESK	DOCUMENT CONTROL DESK, US NUCLEAR REGULATORY COMMISSION, MAIL STATION PI-37, WASHINGTON, DC 20555-0001	PW	1	SEND CERTIFIED MAIL ONLY!

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Document #	Critical Area	Control	Custodian	Location	Paper	Quantity	Remarks
EPIPS		00-000	NRC RIV ERC	USNRC REGION IV, ATTN: E.W. MERSCHOFF, 611 RYAN PLAZA DRIVE, SUITE 400, ARLINGTON, TX 76011	PW	2	SEND CERTIFIED MAIL ONLY!
EPIPS		00-000	CROZIER,D	X/STA-6050	PW	1	
EPIPS		00-000	DUNCAN,R	X/STA-6050	PW	1	
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EPIPS		00-000	LEAVITT,L	X/STA-7003	PW	1	
EPIPS		00-000	SMITH,D	X/STA-7294	PW	1	
EPIPS		00-000	SONTAG, M	X/STA-7997	PW	1	
EPIPS		00-000	KIMMELL,J	Y/ARIZONA DIVISION EMERGENCY MGMT. 5636 E. MCDOWELL RD. BLDG 101 PHOENIX AZ 85008-3495	PW	1	
EPIPS		00-000	GOODWIN,A	Y/ARIZONA RADIATION REG AGENCY 4814 S 40TH ST PHX AZ 85040	PW	1	
EPIPS		00-000	LUTTON,J	Y/AZ RAD REG AGENCY 4814 S 40TH ST PHX AZ 85040	PW	2	
EPIPS		00-000	SPENCER,B	Y/MARICOPA CNTY DEPT OF EMERG MGMT 2035 N 52ND ST PHX AZ 85008	PW	1	
EPIPS		00-000	PORTER,J CAPTAIN	Y/MARICOPA CO SHERIFFS OFFICE 102 W MADISON PHX AZ 85003	PW	1	

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PW	14
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EPIPS		00-000	ARPIAO,J SHERIFF	Y/MARICOPA COUNTY SHERIFF'S OFFICE 102 W MADISON PHX AZ 85003	PW	1	
EPIPS		01-002		C/ANX-MN-REF-LIB	PW	1	
EPIPS		01-007		WRF-DDC	PW	1	
EPIPS		02-002		B/UII-OSB-REF-LIB	PW	1	
EPIPS		03-005		D/TSC-DDC	PW	1	
EPIPS		05-002B		A/UI-CR	PW	1	
EPIPS		05-006		A/UI-RP	PW	1	
EPIPS		05-011		A/UI-OSB-REF-LIB	PW	1	
EPIPS		05-022		C/ADM-BLDG-II-LIB	PW	1	
EPIPS		05-025		B/UII-CR	PW	1	
EPIPS		05-036	MGR	C/EOF-DW-EMER-PLAN	PW	1	
EPIPS		05-039		H/UIII-CR	PW	1	
EPIPS		05-095		B/UII-RP	PW	1	
EPIPS		05-098		A/UI-REM-SHDWN	PW	1	
EPIPS		05-127		B/UII-REM-SHDWN	PW	1	

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15	
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Document #	Critical Area	Control	Custodian	Location	Paper	Quantity	Remarks
EPIPS		05-132		H/UIII-REM-SHDWN	PW	1	
EPIPS		05-136		H/UIII-RP	PW	1	
EPIPS		06-010A		C/SIM-A	PW	1	
EPIPS		06-011		C/SIM-B	PW	1	
EPIPS		08-001		C/ANX-MN-NRC	PW	1	
EPIPS		12-002		D/SERVICE-BLDG	PW	1	
EPIPS		12-003	WOLFE,B	X/STA-6050	PW	1	JENC
EPIPS		15-001	SGT-OFFICE	D/SEC-BLDG	PW	1	
EPIPS		15-002	CAS	D/SEC-BLDG	PW	1	
EPIPS		15-003	SAS	D/SEC	PW	1	
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PROCEDURE INTENT

This procedure establishes guidelines for the following functions:

- Review, update, and approval of Emergency Plan Implementing Procedures, Joint Public Information Procedures, and the Emergency Plan, in accordance with 10 CFR 50.54(q)
- Development, conduct, evaluation, and documentation of emergency preparedness drills and exercises
- Instruction and testing of onsite and offsite Emergency Response Organization (ERO) personnel in the use of equipment, communications, plans, procedures, and management commitments
- Testing of equipment, communications, plans, procedures, and management commitments
- Response instructions for inadvertent siren system activation or other equipment malfunction
- Operational readiness and availability of equipment required for implementation of the PVNGS Emergency Plan
- Verify the adequacy of the PVNGS Emergency Plan, procedures, and effectiveness of both onsite and offsite emergency preparedness
- Document storage and retention requirements in accordance with ANSI N45.2.9-1974

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1.0 Introduction

1.1 Scope

This procedure establishes guidelines for the following functions:

- Review, update, and approval of Emergency Plan Implementing Procedures, Joint Public Information Procedures, and the Emergency Plan, in accordance with 10 CFR 50.54(q)
- Development, conduct, evaluation, and documentation of emergency preparedness drills and exercises
- Instruction and testing of onsite and offsite Emergency Response Organization (ERO) personnel in the use of equipment, communications, plans, procedures, and management commitments
- Testing of equipment, communications, plans, procedures, and management commitments
- Response instructions for inadvertent siren system activation or other equipment malfunction
- Operational readiness and availability of reserves required for implementation of the PVNGS Emergency Plan through maintenance of equipment and supplies
- Verify the adequacy of the PVNGS Emergency Plan, procedures, and effectiveness of both onsite and offsite emergency preparedness
- Document storage and retention requirements in accordance with ANSI N45.2.9-1974

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1.2 Responsibilities

Onshift Operations management is responsible for contacting Emergency Planning department when notified of a failure of the offsite siren system.

The Program Leader - Emergency Planning (or designee) shall be responsible for the coordination of the following activities:

- Review and approval of the PVNGS Emergency Plan, Emergency Plan Implementing Procedures, and Joint Public Information Procedures
- Assurance that 10 CFR 50.54(q) screening requirements have been completed prior to revision of the PVNGS Emergency Plan and/or the creation, revision, or cancellation of Emergency Plan Implementing Procedures or the Joint Public Information Procedures
- Appropriate development, review, approval, conduct, evaluation, and documentation of applicable emergency preparedness related tests, training drills, evaluated drills, and exercises
- Approval of objectives / extent-of-play regarding applicable drills and exercises in conjunction with offsite agencies, if applicable
- Submittal of evaluated exercise scenarios to the USNRC and FEMA when requested
- Verification that PVNGS Emergency Kits are maintained in a state of operational readiness and availability for emergency events
- As appropriate, participation of Emergency Planning staff members as Facility Advisors
- Fulfillment of emergency preparedness document and storage requirements in accordance with ANSI N45.2.9-1974, Requirements for Collection, Storage, and Maintenance of Quality Assurance Records for Nuclear Power Plants
- Fulfillment of emergency preparedness regulatory requirements

2.0 Procedure Review and Approval Limitations

2.1 The following elements identify the general limitations imposed by the procedure review and approval process:

- 2.1.1 01DP-0AP01, Procedure Process, shall be used as a basis for the review and approval of Emergency Plan Implementing Procedures and Joint Public Information Procedures.

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- 2.1.2 Emergency Plan Implementing Procedures and Joint Public Information Procedures shall be reviewed and updated, if appropriate, biennially or more frequently if required by changing conditions.
- 2.1.3 The PVNGS Emergency Plan shall be reviewed annually and revised as necessary.
- 2.1.4 Written agreements listed in the PVNGS Emergency Plan shall be reviewed annually. This review shall normally be accomplished concurrently with the annual review of the PVNGS Emergency Plan.
- 2.1.5 Telephone numbers listed in EPIP-07, Telecommunications, shall be reviewed and updated, if appropriate, quarterly. Any changes required shall be initiated as soon as practicable following noted inconsistencies. Emergency Response Organization pager numbers, home phone numbers, work numbers, and station numbers should be reviewed and updated annually.

2.2 Screening Requirements

- 2.2.1 A 10 CFR 50.54(q) Screening per Section 3.0 of this procedure shall be completed for any of the following document actions prior to the document change:
 - 2.2.1.1 Revision to the PVNGS Emergency Plan
 - 2.2.1.2 Creation of Emergency Plan Implementing Procedures or Joint Public Information Procedures
 - 2.2.1.3 Revision to Emergency Plan Implementing Procedures or Joint Public Information Procedures
 - 2.2.1.4 Cancellation of Emergency Plan Implementing Procedures or Joint Public Information Procedures
- 2.2.2 Screening Basis
 - 2.2.2.1 Screenings are performed to determine if the respective Evaluations are required for the document change. Creation, revision, or cancellation made to Emergency Plan Implementing Procedures or Joint Public Information Procedures as a result of a PVNGS Emergency Plan revision do not require a second 10 CFR 50.54(q) Screening or Evaluation.

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2.2.3 Cross-Organization Reviews

2.2.3.1 Emergency Planning shall address cross-organization review comments received from reviewing disciplines during procedure revisions. In addition, Joint Public Information Procedures shall be reviewed by the following personnel:

- Joint Emergency News Center Facility Coordinator
- Joint Emergency News Center State / County / PVNGS Spokespersons
- Rumor Control Group Supervisor
- PVNGS Strategic Communications

2.2.4 USNRC Document Submittals

2.2.4.1 Emergency Planning shall verify that one copy of a revised Emergency Plan or revised Emergency Plan Implementing Procedure has been submitted to the USNRC in accordance with 10 CFR 50 requirements.

2.2.5 Biennial Review Requirements

2.2.5.1 During biennial reviews (full basis check) or revisions, consider the following items:

- Deficiencies in training, procedures, personnel performance, and equipment identified during training sessions, drills, and exercises
- Changes to personnel assignments within onsite or offsite Emergency Response Organizations
- Changes to state or federal regulations or policies
- Recommendations from industry organizations or agencies
- Modifications to the plant or site area
- Changes to facilities
- Changes in operational status or construction impact
- Results of federal, state, industry, or internal audits
- Changes resulting from revisions to the PVNGS Emergency Plan or other procedures
- 10 CFR 50.59 Screening / Evaluation requirements

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3.0 10 CFR 50.54(q) Requirements

3.1 Abstract

- 3.1.1 Per 10 CFR 50.54 (q): A licensee authorized to possess and operate a nuclear power reactor shall follow and maintain in effect emergency plans which meet the standards in 50.47(b) and the requirements in Appendix E of this part. A licensee authorized to possess and/or operate a research reactor or a fuel facility shall follow and maintain in effect emergency plans which meet the requirements in Appendix E to this part. The licensee shall retain the emergency plan and each change that decreases the effectiveness of the plan as a record until the Commission terminates the license for the nuclear power reactor. The nuclear power reactor licensee may make changes to these plans without Commission approval only if the changes do not decrease the effectiveness of the plans and the plans, as changed, continue to meet the standards of 50.47(b) and the requirements of Appendix E to this part. The research reactor and/or the fuel facility licensee may make changes to these plans without Commission approval only if these changes do not decrease the effectiveness of the plans and the plans, as changed, continue to meet the requirements of Appendix E to this part. This nuclear power reactor, research reactor, or fuel facility licensee shall retain a record of each change to the emergency plan made without prior Commission approval for a period of three years from the date of the change. Proposed changes that decrease the effectiveness of the approved emergency plans may not be implemented without application to and approval by the Commission. The licensee shall submit, as specified in 50.4, a report of each proposed change for approval. If a change is made without approval, the licensee shall submit, as specified in 50.4, a report of each change within 30 days after the change is made. [21 FR 355, Jan. 19, 1956, as amended at 28 FR 3197, Apr. 3, 1963; 58 FR 45243, Aug. 27, 1993; 59 FR 5519, Feb. 7, 1994; 59 FR 10267, Mar. 4, 1994]

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3.2 Limitations

3.2.1 A 10 CFR 50.54(q) Screening is performed to determine if a 10 CFR 50.54(q) Evaluation is required for the creation, revision, or cancellation. The Evaluation will be performed for all PVNGS Emergency Plan revisions and any document creation, revision, or cancellation requiring a revision to the PVNGS Emergency Plan. 10 CFR 50.54(q) Evaluations are conducted to verify that revisions to the PVNGS Emergency Plan maintain compliance with federal regulations and do not decrease its effectiveness. The following types of Plan and procedure revisions do not impact the effectiveness of the PVNGS Emergency Plan:

- Telephone number and/or staffing assignment changes
- Facility floor plan modifications
- Changes to equipment inventory requirements
- Format changes or typographical error corrections
- Modifications that do not alter the intent of the PVNGS Emergency Plan. Intent is altered if the accomplishment or its method changes in a significant manner relative to regulatory standards, requirements, guidance, or to commitments addressed in the existing revisions of the Plan or procedures. If the proposed revision or cancellation causes a decrease in the effectiveness of the PVNGS Emergency Plan, the revision or cancellation and associated justification must be submitted to the US Nuclear Regulatory Commission for approval prior to implementation.

3.3 Process

3.3.1 Obtain the following forms for use in the 10 CFR 50.54(q) Screening and Evaluation process:

- Form EP-0760, 10 CFR 50.54(Q) Screening (see Appendix A - Forms)
- Form EP-0761, 10 CFR 50.54(Q) Evaluation (see Appendix A - Forms)

3.3.2 Complete Form EP-0760, 10 CFR 50.54(Q) Screening, and, if required, Form EP-0761, 10 CFR 50.54(Q) Evaluation (see Appendix A - Forms).

3.3.3 Submit completed form(s) to the Program Leader - Emergency Planning (or designee).

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4.0 Training Drills / Evaluated Drills / Exercises

4.1 Abstract

4.1.1 10 CFR 50.47 states, in part, "...Periodic exercises are conducted to evaluate major portions of emergency response capabilities, and periodic drills are conducted to develop and maintain key skills." Moreover, 10 CFR 50, Appendix E.IV.F, details the specific requirements for training of Emergency Response Organization personnel. To further elaborate on these requirements, the following three Emergency Planning event types shall be used accordingly as defined references:

4.1.1.1 A Training Drill is a supervised period of instruction. Controller / Participant interface, i.e., coaching, prompting, is allowed to enhance essential skills. No portion of this drill may be used to demonstrate compliance with periodic assessment requirements, i.e., objective related evaluation. Objectives are applied as performance measures and results are used as "lessons learned" in future training drills.

4.1.1.2 An Evaluated Drill is a measured assessment of a specified portion of emergency response capabilities. Controller / Participant interface, i.e., coaching, prompting, casual conversation, is not allowed. This drill may be used to demonstrate compliance with periodic assessment requirements, i.e., objective related evaluation.

4.1.1.3 An Exercise is a measured assessment of major portions of emergency response capabilities. Controller / Participant interface, i.e., coaching, prompting, casual conversation, is not allowed. This event type may be used to demonstrate compliance with periodic assessment requirements, i.e., objective related evaluation.

4.1.1.4 The performance of all three event types shall provide for critiqued feedback.

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4.1.2 Provisions of Implementation
4.1.2.1 The following provisions apply to all Emergency Planning drills and exercises:

- All training drills, evaluated drills, and exercises should be scheduled and conducted to minimize conflicts with normal plant operations.
- If practicable, training drills, evaluated drills, and exercises should be scheduled in conjunction with applicable onsite / offsite response organizations and with the Licensed Operator Training Organization.
- Evaluated drills and exercise scenarios shall be developed in conjunction with participating response organizations. Scenario content should vary from exercise to exercise such that all major elements, i.e., Planning Standards, of the PVNGS Emergency Plan are tested within a six-year period.
- Objectives, the extent-of-play scheme, and the scenario for the biennial USNRC Evaluated Exercise shall be approved by the Program Leader - Emergency Planning (or designee) and submitted to the USNRC Regional Office and the Federal Emergency Management Agency within the time periods requested by those agencies prior to performance of the Evaluated Exercise.
- Communications capabilities shall be tested annually between PVNGS, federal and state emergency response organizations, and field assessment teams. These capabilities shall include notification aspects related to emergency response staffing. However, these tests may be performed in conjunction with an Evaluated Drill or Exercise and may be used to demonstrate compliance with periodic assessment requirements.

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4.1.3 Drill and Exercise Requirements

4.1.3.1 Evaluated drills and exercises shall incorporate the following aspects:

- A Lead Controller will administer the Control Organization
- Players will be briefed on ground rules and safety considerations prior to commencement of the event
- Facility critiques will be conducted in accordance with 10 CFR 50 Appendix E.IV.F.2.g., i.e., "All training, including exercises, shall provide for formal critiques in order to identify weak or deficient areas that need correction. Any weaknesses or deficiencies that are identified shall be corrected."
- Corrective actions shall be implemented to address negative findings (i.e., deficiencies and weaknesses) noted during performance of the drill or exercise

4.1.3.2 Evaluated drills and exercise scenario manuals include the following elements:

- The basic objective(s) and appropriate evaluation criteria
- Date(s), time period, place(s), and participating organizations
- Simulated events
- Time schedule of real and simulated initiating events
- A narrative summary describing the conduct of the exercise or drills to include such things as simulated casualties, offsite fire department assistance, rescue of personnel, use of protective clothing, deployment of radiological monitoring teams, and public information activities

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4.1.4 Drill and Exercise Findings

4.1.4.1 Performance related issues resulting from the conduct of training drills shall be dispositioned in accordance with Emergency Response Organization training practices and requirements, e.g., remediation, critique, lessons learned, briefing. Findings identified during performance of evaluated drills and exercises shall be appropriately categorized comparable to USNRC methodology and shall conform to the following guidance:

- Deficiencies will be identified in accordance with 10 CFR 50.54(s)(2)(ii) ["If after April 1, 1981, the NRC finds that the state of emergency preparedness does not provide reasonable assurance that adequate protective measures can and will be taken in the event of a radiological emergency (including findings based on requirements of Appendix E, Section IV.D.3) and if the deficiencies (including deficiencies based on requirements of Appendix E, Section IV.D.3) are not corrected within four months of that finding, the Commission will determine whether the reactor shall be shut down until such deficiencies are remedied or whether other enforcement action is appropriate. In determining whether a shutdown or other enforcement action is appropriate, the Commission shall take into account, among other factors, whether the licensee can demonstrate to the Commission's satisfaction that the deficiencies in the plan are not significant for the plant in question, or that adequate interim compensating actions have been or will be taken promptly, or that there are other compelling reasons for continued operation."]. Deficiencies will generally correspond to findings in which the licensee's demonstrated state of emergency preparedness does not provide reasonable assurance that adequate protective measures can and will be taken in the event of a radiological emergency. Deficiencies can be identified due to one or more major emergency preparedness programmatic failures.
- Weaknesses will be identified as findings in which the licensee's demonstrated level of preparedness could have precluded effective implementation of the Emergency Plan in the event of an actual emergency. Weaknesses generally correspond to the inability to satisfy those objectives which relate to and are evaluated in accordance with regulatory criteria.
- Findings classified as strengths are exempt from categorization and need not be dispositioned.

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4.1.5 Disposition of Findings

4.1.5.1 The evaluation and tracking of all drill and exercise findings shall use the following process:

1. Review all comments and objective evaluation forms (Controller Debrief).
2. Screen all comments for validity.
3. Identify the valid comments which satisfy CRDR thresholds and issue the appropriate CRDR(s) per 90DP-0IP10, Condition Reporting. Comments that individually satisfy a CRDR threshold should appropriately be entered into individual CRDRs. Those which do not may be grouped together on one Review CRDR.
4. Provide feedback to the originator on the remaining comments, if requested.

4.2 Biennial Exercise Requirements

4.2.1 An exercise of the PVNGS Emergency Plan shall be conducted every two years and may be included in the biennial offsite plan exercise. Necessary actions shall be taken to ensure that adequate emergency response capabilities are maintained during the interval between biennial exercises by conducting drills, at least one of which involves a combination of some of the principle functional areas of onsite emergency response capabilities. These functional areas include the following activities:

- Management and coordination of emergency response
- Accident assessment
- Protective action decision-making
- Plant system repair with corrective actions

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4.2.2 State and local government agencies located within the plume exposure pathway Emergency Planning Zone (EPZ) shall be offered the opportunity to participate in drills when requested by the agencies. Activation of all emergency response facilities is not necessary during these drills. The following aspects should be addressed:

- The opportunity for accident management strategies is afforded
- Supervised instruction is permitted
- The opportunity for operating staff to resolve problems (success paths) in lieu of Controller intervention is provided
- The focus of the drills is on training objectives

4.3 Biennial Exercise Criteria

4.3.1 The Biennial Evaluated Exercise must satisfy, as a minimum, all of the following seven criteria:

1. The exercise must be an exercise and not a drill. In an exercise, player performance is observed and noted by evaluators for critique purposes; there is no coaching by non-players.
2. The exercise involves major elements of the Emergency Plan. Most or all of the emergency response facilities (ERFs) are activated.
3. The exercise tests the integrated capability of the licensee to implement the Emergency Plan.
4. A unique scenario is developed for the exercise.
5. In addition to a Federal evaluation, the licensee performs a self-assessment of the exercise. A critique is conducted to identify strengths and weaknesses. Corrective actions are developed and implemented to address identified weaknesses.
6. State and local organizations are offered the opportunity to participate in the exercise.
7. Utility documentation of the exercise and how it met these criteria must be available for examination by USNRC inspectors.

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4.4 Training Drill / Evaluated Drill / Exercise Frequency Requirements

4.4.1 Training Drills

4.4.1.1 Facility: not required - scheduled per Simulator / classroom / personnel availability or as needs arise based on performance history or procedure and duty responsibility familiarization

4.4.1.2 Table-top: not required - scheduled per availability of personnel and resources based on performance history or procedure and duty responsibility familiarization

4.4.2 Evaluated Drills

4.4.2.1 Assembly: 6-year - performed in conjunction with Security personnel - involves Accountability activities

4.4.2.2 Radiological Monitoring: annual - environmental drill involving onsite soil / vegetation deposition sampling

4.4.2.3 Full-Scale: biennial - scheduled in years between Evaluated Exercises per Simulator / classroom / personnel availability or as needs arise based on performance history or procedure and duty responsibility familiarization

4.4.2.4 Health Physics: semi-annual - can be performed in conjunction with the Biennial Exercise or Full-Scale Drill - both of the following per calendar year, one in each half:

- PASS: satisfies liquid sampling requirements
- Radiological: satisfies airborne sampling requirements - performed with onsite / offsite survey teams

4.4.2.5 Medical: annual - conducted with offsite medical and transportation facilities - involves care of contaminated injured individuals

4.4.3 Exercises

4.4.3.1 Evaluated: biennial - scheduled per availability of the Simulator and plant personnel in conjunction with federal, state, and county authorities - evaluated by Federal agencies and self-assessment audit teams - must satisfy the seven criteria delineated in Section 4, Provisions of Implementation, of this document - documentation of actual events may be used in lieu of Exercise performance based on request to NRR with subsequent approval

4.4.3.2 IPZ: 6-year - ingestion pathway involving offsite agency response - full-scope 2-day event

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4.5 Scenario Development

- 4.5.1 84DP-ORM32, Handling of Proprietary, Confidential, and Company Confidential Information, controls confidentiality requirements for drill and exercise data and material. These requirements become void following performance of the applicable drill or exercise to which they pertain.
- 4.5.2 Scenario development data and/or material shall not be maintained on a shared server or workstation when that data or material is controlled by 84DP-ORM32, Handling of Proprietary, Confidential, and Company Confidential Information. The maintenance of scenario development data and/or material should occur on personal computers configured with CMOS boot password protection when equipped with fixed and/or removal storage media. It is the responsibility of the data developer to ensure no compromise or potential compromise of the data exists.
- 4.5.3 Scenario development personnel or individuals engaged in support of scenario development should read, sign, and date Form EP-0774, Scenario Development Data Confidentiality (see Appendix A - Forms), prior to initial exposure and/or access to confidential data and/or materials. As required, completed forms shall be stored and maintained in accordance with the Emergency Planning Document Storage and Retention requirements as specified in Emergency Planning administration guidance.
- 4.5.4 The list of objectives upon which to base scenario actions shall be extracted from the Master List of Emergency Planning Objectives. Objectives shall be demonstrated within the applicable time periods as specified.
- 4.5.5 The PVNGS Emergency Planning Controller Training and Information Manual should be reviewed by all Controllers prior to a major drill or exercise.
- 4.5.6 Collaboration with state and county personnel during the Full-Scale Drill and Evaluated Exercise development process should be employed when feasible.
- 4.5.7 Lead times may be required for certain aspects of scenario data development and should be taken into consideration during the development process.
- 4.5.8 The scenario development process routinely involves joint participation of many onsite and offsite departments and organizations. It is imperative that those departments and organizations identified as vital to the process be contacted as soon as possible. As required, individuals from these organizations should be employed as Scenario Task Force (STF) members.
- 4.5.9 Training sessions and briefings to organization participants should be conducted, as required, in accordance with Federal regulations and/or management needs.

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4.6 External Organizational Support

4.6.1 The amount and type of external organizational support required for the production of technically accurate and complete scenario support data varies with each drill and exercise. For this reason, it is essential that early formation of the Scenario Task Force occur to provide the adequate time and resources necessary for the amount and type of support needed. Each aspect of the scenario should be reviewed in detail by the STF as soon as possible to help determine which onsite and offsite organizational abilities will be required for the remainder of the development cycle. Additionally, the onsite and offsite support organizations required for drill and exercise development support should not be limited to those directly affected by postulated scenario actions. If data development is required to support other actions contained in the scenario, the organizational expertise should be solicited. This support data will be used to establish a basis for the scenario actions which require justification.

4.6.2 Typical organizational support required for scenario data development includes, but is not limited to, operational, radiochemistry, radiological (e.g., plume exposure pathway, ingestion exposure pathway, radiation, contamination, etc.) reactor physics, meteorological, hazardous chemical, fire related, medical, mechanical, electrical, communications, law enforcement, governmental, and training. These, and others, should always be reviewed for applicability early in the scenario development process.

4.6.3 The methodology used by the STF to employ external organizational support will vary with the requirements of the data. The following organizational support areas are routinely used for all major drill and exercise development projects and, as such, should always be represented on the STF membership:

- Operational
- Operations training
- Radiochemistry
- Radiological
- Meteorological
- Governmental

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4.6.4 The following organizations should provide concurrence of the scenario:

- PVNGS Operations
- PVNGS Licensed Operator Training
- PVNGS Radiation Protection
- Arizona Division of Emergency Management (ADEM)

4.7 The following PVNGS Emergency Planning forms (see Appendix A - Forms), or their equivalent, should be used as required during the drill or exercise development process:

- EP-0770, Emergency Preparedness Drill Checklist (see Appendix A - Forms)
- EP-0774, Scenario Development Data Confidentiality (see Appendix A - Forms)

4.8 Form EP-0770, Emergency Preparedness Drill Checklist (see Appendix A - Forms), should be used for Full-Scale Drill and Evaluated Exercise development projects. Though the sequence of timeline activities associated with each drill and exercise may vary slightly, the form represents a sequenced timeline of events which should occur in the approximate order listed on the form.

4.9 Form EP-0770, Emergency Preparedness Drill Checklist (see Appendix A - Forms), should be used for Emergency Response Organization (ERO) training sessions or mini-drills involving partial or full activation of onsite emergency response facilities. These sessions typically continue for 2 to 3 hours.

4.10 Form EP-0774, Scenario Development Data Confidentiality (see Appendix A - Forms), should be employed for scenario development personnel or individuals engaged in support of Full-Scale Drill and Evaluated Exercise scenario development. Its use is optional for training session and mini-drill scenario development.

4.11 For Drill and/or Evaluated Exercise development, complete Forms EP-0770, Emergency Preparedness Drill Checklist, and EP-0774, Scenario Development Data Confidentiality (see Appendix A - Forms), as required.

4.12 For Emergency Response Organization (ERO) training sessions or mini-drills involving partial or full activation of onsite emergency response facilities, complete Form EP-0770, Emergency Preparedness Drill Checklist, as required. Completion of Form EP-0774, Scenario Development Data Confidentiality, is optional (see Appendix A - Forms).

4.13 Collect completed Forms EP-0774 (see Appendix A - Forms), Scenario Development Data Confidentiality, and maintain in accordance with the Emergency Planning Document Storage and Retention requirements specified in Emergency Planning administration guidance.

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5.0 Equipment Testing

5.1 Overview

5.1.1 Equipment testing should be scheduled and conducted to minimize conflicts with normal plant operations.

5.1.2 Communications Equipment Testing

5.1.2.1 ERDS: Quarterly - scheduled for eleventh Thursday of each calendar quarter - involves Control Room link verification to USNRC Operations Center from each PVNGS Unit

5.1.2.2 Pager/Autodialer: Quarterly - Communications link to the Emergency Response Organization is tested by Emergency Planning Department. Acceptance criteria is achieving minimum staffing for the emergency facilities.

5.1.2.3 Pager/Autodialer: Annually - ERO pager number/autodialer data validated by Emergency Planning Department.

5.1.2.4 NAN: Monthly - tested by Operations - failures reported to Emergency Planning

5.1.2.5 Department State / County: Quarterly - communications links tested by Emergency Planning Department. Test the dedicated ringdown and Fax circuits between the EOF, TSC, STSC, Simulator A, Control Rooms, Energy Information Center and the off-site agencies ARRA, ADEM, MCDEM.

5.1.2.6 Emergency Operations Facility/Field Assessment Teams: Annually - communications link tested from the EOF to each RFAT vehicle by Emergency Planning. Unit STSC radio links are not tested due to use during normal operations.

5.1.2.7 USNRC: Monthly - tested by Emergency Planning Department from Unit Control Rooms, TSC, and EOF - failures reported to USNRC Operations Center

5.1.3 Offsite Siren Warning System Testing

5.1.3.1 Activation: Annual - conducted by Arizona Division of Emergency Management (ADEM) - APS Communications and Construction and Emergency Planning participate - malfunctions reported to APS Communications and Construction - Emergency Planning prepares / submits report to ADEM, who forwards to Federal Emergency Management Agency (FEMA)

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5.1.3.2 Growl: Quarterly - conducted by APS Communications and Construction - Emergency Planning notified of test scope and schedule - test results / failures reported to Emergency Planning

5.1.3.3 Silent: Monthly - conducted by Maricopa County Department of Emergency Management (MCDEM), Maricopa County Sheriff's Office (MCSO), and Arizona Department of Public Safety (DPS) - test results / failures reported to Emergency Planning

5.1.4 Uninterruptible Power Supply Testing

5.1.4.1 Dose Assessment: Quarterly - tested for UPS-equipped dose assessment computers - test conducted by Emergency Planning

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5.2 Notification Alert Network Testing

- 5.2.1 The Notification Alert Network (NAN) is comprised of a dedicated telephone and a radio network used to notify offsite agencies (state and county) of the declaration of any emergency classification by PVNGS personnel. Capabilities to notify offsite agencies of an emergency event at PVNGS within 15 minutes of declaring an emergency classification is required by 10 CFR 50 APP E.IV.D.3 ["A licensee shall have the capability to notify responsible State and local governmental agencies within 15 minutes after declaring an emergency. The licensee shall demonstrate that the State/local officials have the capability to make a public notification decision promptly on being informed by the licensee of an emergency condition. By February 1, 1982, each nuclear power reactor licensee shall demonstrate that administrative and physical means have been established for alerting and providing prompt instructions to the public within the plume exposure pathway EPZ. The four-month period in 10 CFR 50.54(s)(2) for the correction of emergency plan deficiencies shall not apply to the initial installation of this public notification system that is required by February 1, 1982. The four-month period will apply to correction of deficiencies identified during the initial installation and testing of the prompt public notification systems as well as those deficiencies discovered thereafter. The design objective of the prompt public notification system shall be to have the capability to essentially complete the initial notification of the public within the plume exposure pathway EPZ within about 15 minutes. The use of this notification capability will range from immediate notification of the public (within 15 minutes of the time that State and local officials are notified that a situation exists requiring urgent action) to the more likely events where there is substantial time available for the State and local governmental officials to make a judgment whether or not to activate the public notification system. Where there is a decision to activate the notification system, the State and local officials will determine whether to activate the entire notification system simultaneously or in a graduated or staged manner. The responsibility for activating such a public notification system shall remain with the appropriate governmental authorities."].
- 5.2.2 Testing of the Notification Alert Network should be consistently performed on the same day each week to facilitate Test Performance Schedule compliance.
- 5.2.3 Each Unit, the TSC and EOF shall perform the NAN Primary Circuit Test at least once per month. The NAN Primary Circuit Test shall rotate through a specified Unit each calendar week (different Unit each week) and this rotation is reserved for the first 3 weeks of each month. The TSC and EOF can be tested concurrently with any Unit NAN test or in accordance with an established schedule. The NAN Radio Backup Test shall rotate through all 3 Units each calendar quarter and is reserved for week 4 of each month (different Unit each month). No testing will be conducted in week 5 of a calendar month.

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- 5.2.4 Test performance with the exception of the TSC and EOF should be alternated between Day Shift and Night Shift per the Test Performance Schedule. The TSC and EOF shall be tested during the day shift. Day Shift testing should be avoided between the hours of 1100 and 1300.
- 5.2.5 Meteorological information is obtained from ERFDADS by selecting "TOP MENU" located at the lower left corner of the display, then selecting "P&ID DISPLAYS", and then selecting "MET DATA." If ERFDADS is inoperable, meteorological information required on Form EP-0541, Palo Verde NAN Emergency Message (see Appendix A - Forms), should be estimated by Operations Supervision and entered on the form appropriately.
- 5.2.6 During performance of the NAN Primary Circuit Test or the NAN Radio Backup Test, complete the "Date / Time / Initials" columns for those agencies contacted. (Certain agencies may not respond on backshifts or weekends.)
- 5.2.7 If one or more of the responding agencies does not acknowledge following Sheriff's Office readback and acknowledgement roll call, contact agency via Alternate Link listed on Form EP-0541, Palo Verde NAN Emergency Message form (see Appendix A - Forms).
- 5.2.8 For test performance using the NAN Radio Backup, the radio located in the Unit Control Room or the Satellite Technical Support Center can be used.
- 5.2.9 White Authenticator Code envelopes shall be used for the tests. (Do not use the colored envelopes.) Each envelope is dated for the month designating its use and each Authenticator Code within an envelope shall be used for one calendar month. When a calendar month has elapsed and all testing has been completed for that specified month, the designated Authenticator Code may be discarded.
- 5.2.10 All NAN tests shall be documented on Form EP-0740, NAN Communications Test (see Appendix A - Forms). The form should be completed by the individual performing the test and forwarded to Emergency Planning, Mail Station 6050.
- 5.2.11 If one or more of the responding agencies does not acknowledge following Sheriff's Office readback and acknowledgement roll call during performance of the NAN Primary Circuit Test or the NAN Radio Backup Test, contact Emergency Planning on their next scheduled work day. Telecommunications equipment malfunctions shall be documented on a Work Request to MCC at Mail Station 6305.
- 5.2.12 Completing the form
 - 5.2.12.1 Obtain the white Authenticator Code envelope for the current month from the wall key box in the Shift Supervisor's office and remove the code from the envelope. (Do not use an Authenticator Code in a colored envelope.)

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- 5.2.12.2 Obtain Form EP-0541, Palo Verde NAN Emergency Message (see Appendix A - Forms).

NOTE

Do not complete Step 2 of the form at this time.

- 5.2.12.3 Complete Steps 1, 4, and 6 of the form. (Use ERFDADS to obtain meteorological information required for Step 4 on the form. If ERFDADS is inoperable, Control Room Supervision should estimate the data and enter it on the form.)

- 5.2.12.4 Request Control Room Supervision to complete Steps 3 and 5 of the form using the following information:

- Step 3: Circle UNUSUAL EVENT, enter Unit, current time, and current date, and enter PVNGS Emergency Status Code 2-1.
- Step 5: Circle NO Radioactive Release, and check "There are no Protective Actions Required."

- 5.2.12.5 Request Control Room Supervision to review and sign the form.

5.2.13 Determining the system to test

- 5.2.13.1 Determine the appropriate "SYSTEM TO TEST" per the Test Performance Schedule in Section 5.2.16 of this document.

- 5.2.13.2 Proceed to the appropriate test block in this document per the following:

- For NAN Primary Circuit Test, go to Section 5.2.14 of this document.
- For NAN Radio Backup Test, go to Section 5.2.15 of this document.

5.2.14 Conducting the NAN Primary Circuit Test

- 5.2.14.1 Pick up the receiver on the NAN phone, push the red button for 5 seconds, and record the time in Step 2 of the form. Allow 30 seconds for all stations to access the phone.

- 5.2.14.2 Announce the following message:

"STAND BY FOR WARNING-POINT ROLL CALL. ALL STATIONS OBTAIN COPY OF PALO VERDE NAN EMERGENCY MESSAGE FORM."

Repeat message once.

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- 5.2.14.3 Announce each NAN agency name and have each agency acknowledge prior to announcing the next agency name.
- 5.2.14.4 When all agencies have acknowledged, read aloud Steps 1-6 on Form EP-0541, Palo Verde NAN Emergency Message (see Appendix A - Forms).
- 5.2.14.5 Announce the following message:

"STAND BY FOR ACKNOWLEDGMENT ROLL CALL. DID YOU COPY?"

Call out NAN agency name. Ensure each agency acknowledges their copy. Allow time for the Sheriff's Office to repeat back the entire message prior to other agencies' acknowledgment. If an agency indicates "DOES NOT COPY", clarify the message and resume the roll call when the agency does copy.
- 5.2.14.6 When all agencies acknowledge receipt of the message, announce the following message:

"END OF MESSAGE."
- 5.2.14.7 Hang up the NAN Primary Circuit Telephone.
- 5.2.14.8 If one or more of the responding agencies does not acknowledge following Sheriff's Office readback and acknowledgement roll call, note as "unsat" on Form EP-0740, NAN Communications Test form (see Appendix A - Forms), contact agency via Alternate Link listed on Form EP-0541, Palo Verde NAN Emergency Message form (see Appendix A - Forms), and document results under "COMMENTS."
- 5.2.14.9 Inform Control Room Supervision that the NAN Primary Circuit Test has been completed.
- 5.2.14.10 Complete Form EP-0740, NAN Communications Test (see Appendix A - Forms), and forward the form to Emergency Planning, Mail Station 6050.
- 5.2.15 Conducting the NAN Radio Backup Test
 - 5.2.15.1 Using the NAN Radio Backup in the Satellite Technical Support Center (preferred) or in the Control Room, press the "Mode" button until the display indicates "NANB/U 18". (An alternate method to reach this status is to press the "Home" button until the unit audibly beeps. Then enter 18 on the key pad and press the "Sel" key.)
 - 5.2.15.2 Press the "Page" button.
 - 5.2.15.3 Press the "Mode" button until the display indicates "GOVT AGENCY". (The display will alternate between "GOVT AGENCY" and "ID - 710100".)

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- 5.2.15.4 Press the "Sel" button. This action sends a page to all government agencies offsite.
- 5.2.15.5 Wait for the 4-beep acknowledgment signal. This action indicates that offsite desk sets have acknowledged the page.
- 5.2.15.6 Press "Home" to return the display to "NANB/U 18".
- 5.2.15.7 Record the time in Step 2 of the form.
- 5.2.15.8 Key the radio microphone and announce the following message:

"ALL STATIONS THIS NET, ALL STATIONS THIS NET. THIS IS PALO VERDE TO ALL STATIONS. STAND BY FOR WARNING-POINT ROLL CALL. ALL STATIONS OBTAIN COPY OF PALO VERDE NAN EMERGENCY MESSAGE FORM."
- 5.2.15.9 After a 30-second waiting period, repeat the preceding message.
- 5.2.15.10 Announce each NAN agency name and have each agency acknowledge prior to announcing the next agency name.
- 5.2.15.11 When all agencies have acknowledged, read aloud Steps 1-6 on Form EP-0541, Palo Verde NAN Emergency Message (see Appendix A - Forms).
- 5.2.15.12 Announce the following message: "STAND BY FOR ACKNOWLEDGMENT ROLL CALL. DID YOU COPY?"

Call out NAN agency name. Ensure each agency acknowledges their copy. Allow time for the Sheriff's Office to repeat back the entire message prior to other agencies' acknowledgment. If an agency indicates "DOES NOT COPY", clarify the message and resume the roll call when the agency does copy.

NOTE

State the current time in the current time field using the 24-hour scheme.

- 5.2.15.13 When all agencies acknowledge receipt of the message, announce the following message:

"STATION CLEAR AT (current time). PALO VERDE OFF."
- 5.2.15.14 Inform Control Room Supervision that the NAN Radio Backup Test has been completed.

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- 5.2.15.15 Complete Form EP-0740, NAN Communications Test (see Appendix A - Forms), and forward the form to Emergency Planning, Mail Station 6050.

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5.2.16 Test Performance Schedule

<u>MONTH</u>	<u>WEEK</u>	<u>SHIFT</u>	<u>UNIT</u>	<u>SYSTEM TO TEST</u>
JAN, JUL	1	Day	1	NAN Primary Circuit
	2	Night	2	NAN Primary Circuit
	3	Day	3	NAN Primary Circuit
	4	Night	1	NAN Radio Backup
FEB, AUG	1	Night	1	NAN Primary Circuit
	2	Day	2	NAN Primary Circuit
	3	Night	3	NAN Primary Circuit
	4	Day	2	NAN Radio Backup
MAR, SEP	1	Day	1	NAN Primary Circuit
	2	Night	2	NAN Primary Circuit
	3	Day	3	NAN Primary Circuit
	4	Night	3	NAN Radio Backup
APR, OCT	1	Night	1	NAN Primary Circuit
	2	Day	2	NAN Primary Circuit
	3	Night	3	NAN Primary Circuit
	4	Day	1	NAN Radio Backup
MAY, NOV	1	Day	1	NAN Primary Circuit
	2	Night	2	NAN Primary Circuit
	3	Day	3	NAN Primary Circuit
	4	Night	2	NAN Radio Backup
JUN, DEC	1	Night	1	NAN Primary Circuit
	2	Day	2	NAN Primary Circuit
	3	Night	3	NAN Primary Circuit
	4	Day	3	NAN Radio Backup

- 5.2.17 The primary NAN test for the TSC and EOF is conducted by Emergency Planning monthly.

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6.0 Offsite Siren System Activation Testing

6.1 This section provides direction for performing the following task(s):

- Conducting the Silent Test
- Conducting the Growl Test
- Conducting the Activation Test

6.2 The Silent and Growl Tests are performed on a routine basis by organizations other than PVNGS Emergency Planning. The annual Activation Test is administered and coordinated by PVNGS Emergency Planning.

6.3 Within the scope of this guidance, the Program Leader - Emergency Planning, maintains the following responsibilities:

- Approval of the siren testing schedule
- Coordination, evaluation, and documentation of the siren tests
- Coordination of planning / scheduling for the annual Activation Test
- Ensuring appropriate corrective actions are designated to resolve deficiencies identified in the Silent and annual Activation Tests.

6.4 All siren tests are scheduled and conducted in a manner which satisfies the requirements of 10 CFR 50 - Appendix E and NUREG-0654. All tests shall be documented on pertinent forms and require no preliminary scenario outlines or Controller evaluation.

6.5 Conducting the Silent Test

- 6.5.1 This test is conducted by the Maricopa County Division of Emergency Management (MCDem), the Maricopa County Sheriff's Office (MCSO), and the Arizona Division of Public Safety (DPS).
- 6.5.2 Ensure the test has occurred in accordance with scheduled activities.
- 6.5.3 Ensure test results are forwarded to PVNGS Emergency Planning.
- 6.5.4 If appropriate, report any test failures or anomalies to the Program Leader - Emergency Planning as soon as possible following the test.

6.6 Conducting the Growl Test

- 6.6.1 This test is conducted by APS Communications Systems personnel. The testing procedures are outlined in the Quarterly Maintenance Procedures maintained by APS Communications Systems.

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- 6.6.2 Ensure PVNGS Emergency Planning has received notification by APS Communications Systems of the scope / time of the test.
- 6.6.3 Ensure the test has occurred in accordance with scheduled activities.
- 6.6.4 Ensure test results are forwarded to PVNGS Emergency Planning.
- 6.6.5 If appropriate, report any test failures or anomalies to the Program Leader - Emergency Planning as soon as possible following the test.
- 6.6.6 Ensure PVNGS Emergency Planning has received the completed Quarterly Growl Testing Form from APS Communications Systems for inclusion into the quarterly report forwarded to the Arizona Division of Emergency Management.

6.7 Conducting the Activation Test

- 6.7.1 This test is conducted by the Arizona Division of Emergency Management and is directed, supported, and coordinated by PVNGS Emergency Planning and APS Communications Systems. The Arizona Division of Emergency Management and the Maricopa County Division of Emergency Management may recruit volunteers to observe and independently verify siren operation during the activation test.
- 6.7.2 Ensure preliminary items on Form EP-0752, Offsite Siren Activation Planning (see Appendix A - Forms), have been completed.
- 6.7.3 Ensure that the Arizona Division of Emergency Management has dispatched the Communications Command Post to PVNGS and has established appropriate Radio Net Control operations at the site.
- 6.7.4 On the scheduled testing day, assemble all volunteers and provide them a briefing on siren testing activities planned by the organizations involved.
- 6.7.5 When volunteers have been briefed, assign siren testing locations to each and dispatch the teams to their assigned locations.
- 6.7.6 When on location, ensure each volunteer contacts Net Control to report their status and readiness for testing activities to initiate.
- 6.7.7 Ensure that Maricopa County Division of Emergency Management has initiated a countdown and that testing has commenced.
- 6.7.8 Ensure that all failures or anomalies are reported by the volunteers to Net Control after the initial test.
- 6.7.9 Ensure that a second countdown and siren activation has been initiated by MCSO or DPS from a designated alternate location.
- 6.7.10 Ensure that all failures or anomalies are reported by the volunteers to Net Control after the second test.

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- 6.7.11 Ensure that team leaders have directed all volunteers to return to the designated assembly area after completion of both tests.
- 6.7.12 Instruct all volunteers to complete Form EP-0753, Offsite Siren Activation Verification, and convey them to a team leader.
- 6.7.13 Ensure Net Control has notified all activation locations of test completion.
- 6.7.14 Report all siren malfunctions to APS Communications Systems.
- 6.7.15 If appropriate, report any test failures or anomalies to the Program Leader - Emergency Planning as soon as possible following the test.
- 6.7.16 Ensure APS Communications Systems initiates monitoring and tracking actions for test failures or anomalies.
- 6.7.17 Ensure all reported malfunctioning sirens have been retested within two working days following their repair.
- 6.7.18 If an extended siren outage occurs, notify the Maricopa County Sheriff's Office for alternate required actions.
- 6.7.19 Prepare and submit a Quarterly and an Annual Report to the Arizona Division of Emergency Management.
- 6.7.20 Ensure that the Arizona Division of Emergency Management submits a report to the Federal Emergency Management Agency describing the results of the Annual Siren Activation Test.

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7.0 Emergency Kit Maintenance

7.1 Inventory Requirements

7.1.1 Emergency Kits/Manual Cabinets shall be inventoried immediately following any event which breaches the integrity of the kit, i.e., designating equipment usage, or each calendar quarter, whichever is most limiting. NATM Procedures contained in the ERO Position Manuals are maintained current by Nuclear Information Records Management (NIRM) personnel, but shall be inventoried in conjunction with the Emergency Kit to ensure all NATM Procedures are of current issue. Equipment shall not be substituted unless specifically approved by the Program Leader - Emergency Planning (or designee).

7.2 Calibration and Instrument Checks

7.2.1 Emergency Plan Dose / Dose Rate equipment is calibrated on a 6-month cycle. Air sampling equipment is calibrated annually. Replacement of this equipment shall occur prior to the next calibration due date shown on each item. Equipment used in an emergency event must be returned to the calibration facility for calibration and required maintenance, if necessary. However, sufficient reserves of required instrumentation / equipment shall be available to replace those which are removed for calibration or repair. Operational checks of radiation survey and monitoring instrumentation shall be performed at quarterly inventory intervals. The operational checks shall include the radiological check source test and the internal battery test, if so equipped. Check source tests will also be performed on instrumentation during an emergency event.

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7**7.3 Kit Inventory Process**

7.3.1 The following Emergency Kits shall be inventoried immediately following use or each calendar quarter, whichever is most limiting:

- 2 - Ambulance (Fire Department / Medical Center)
- 1 - Backup Emergency Operations Facility
- 1 - Emergency Operations Facility
- 1 - Offsite Decontamination (Buckeye Airport)
- 2 - Offsite Hospitals (Samaritan Regional Medical Center/ Maryvale)
- 3 - Operations Support Center (1 per Unit)
- 3 - Radiological Field Assessment Team Vehicles (maintained in Building E)
- 4 - Satellite Technical Support Center (1 per Unit and 1 for Simulator-A/B)
- 1 - Site Medical Center (Building F)
- 2 - Soil Sampling (maintained in Building E)
- 1 - Technical Support Center

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7.3.2 Noteworthy Items

- 7.3.2.1 All Emergency Kits/Manual Cabinets should have a seal affixed at the access point to the kit. For kits employing a locking device, e.g., padlock, at the access point, a kit seal should be installed in addition to the locking device to maintain positive access control for Emergency Kit inventory purposes.
- 7.3.2.2 Ensure that the Silver Zeolite (AgX) cartridges are maintained in an airtight wrap. Any cartridges found otherwise should be replaced.
- 7.3.2.3 Operational and battery checks should be performed on instrumentation employing that capability quarterly and prior to each use. Operational checks may be performed using the check sources in the kits. Ensure that all instrumentation is returned to the as-found condition after all checks have been performed and after each use. Spare batteries may be checked on a periodic basis using the battery tester included in some kits.
- 7.3.2.4 Out-of-calibration, expired, or missing equipment or dosimetry should be replaced as soon as possible, preferably the same day of discovery. All other materials found deficient should be replaced within 5 days. ROS or other documentation should be attached to the inventory form if the deficient materials cannot be replaced within 5 days.
- 7.3.2.5 Personal use items (shampoo, shaving cream, etc.) maintained in the Buckeye Airport Emergency Kit should be replaced as the need arises, due to severe weather extremes placed upon them.
- 7.3.2.6 TLDs should not be stored in close proximity to the Emergency Kit check source.
- 7.3.2.7 Respirators do not possess expiration or due dates which require replacement by the individual performing the kit inventory. However, certain types of supplies stored in the Emergency Kit are classified as perishable and, as such, incorporate expiration dates affixed to them. When performing the inventory, the most limiting expiration date of all like supplies should be appropriately noted in the right column of the form.
- 7.3.2.8 Not all Emergency Kits / facilities contain ERO Position Manuals. For those that do, the current Position Manual Cross-Reference shall be used as a guide when the ERO Position Manual procedures, and forms are verified for accuracy. To be verified as acceptable, a given ERO Position Manual must contain current NATM Station Manual Procedures, current forms and the minimum number of each document. The Position Manual Cross-Reference indicates the procedures/forms and the minimum number of each document required for each ERO Position Manual. The NATM Station Manual Index or SWMS indicate the current revision of procedures. The procedures indicate the current revision of forms.

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7.3.2.9 A "Check Box" Column is available on all inventory forms to document that the item(s) have been inventoried. The performer's signature is used as documentation for inventory requirements.

7.3.2.10 Prior to inventory, ensure the following items are available:

- A copy of this document
- The inventory form appropriate for the Emergency Kit
- Several Emergency Kit seals
- Replacement materials, if required
- Emergency Kit locker keys, if required
- Replacement radiological instrumentation, if appropriate
- A copy of the current Position Manual Cross-Reference

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7.3.3 Emergency Kits and Forms

7.3.3.1 Refer to the following list to determine which inventory form is appropriate as a record for each Emergency Kit (see Appendix A - Forms):

Emergency Kit	Form
• Ambulance (Fire Department)	EP-0701
• Ambulance (Medical)	EP-0702
• Backup EOF (APS Buckeye Office)	EP-0721
• Emergency Operations Facility	EP-0703
• Offsite Decontamination (Buckeye Airport)	EP-0704
• Offsite Hospital (Good Samaritan)	EP-0706
• Offsite Hospital (Maryvale)	EP-0707
• Operations Support Center (Unit 1)	EP-0708
• Operations Support Center (Unit 2)	EP-0709
• Operations Support Center (Unit 3)	EP-0710
• RFAT Vehicle #1 (maintained in Building E)	EP-0711
• RFAT Vehicle #2 (maintained in Building E)	EP-0712
• RFAT Vehicle #3 (maintained in Building E)	EP-0713
• Satellite Technical Support Center (Unit 1)	EP-0714
• Satellite Technical Support Center (Unit 2)	EP-0715
• Satellite Technical Support Center (Unit 3)	EP-0716
• Satellite Technical Support Center (Simulator-A)	EP-0717
• Site Medical Center (Building F)	EP-0718
• Soil Sampling (maintained in Building E)	EP-0719
• Technical Support Center	EP-0720

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7.3.4 Performing an Emergency Kit/Manual Cabinet Inventory

- 7.3.4.1 Upon arrival at the Emergency Kit/Manual Cabinet location, inspect the area surrounding the Emergency Kit/Manual Cabinet and correct any discrepancies associated with accessibility.
- 7.3.4.2 Complete the top line and the VERIFICATION Section of the form.
- 7.3.4.3 Inventory the appropriate ERO Position Manuals (if applicable), correcting any discrepancies found.
- 7.3.4.4 Remove the Emergency Kit/Manual Cabinet seal and access the Emergency Kit/Manual Cabinet.
- 7.3.4.5 Compare the contents of the Emergency Kit/Manual Cabinet with the inventory requirements stated on the applicable Emergency Kit Form. Complete the applicable entries in the RECORD Section of the form.
- 7.3.4.6 Review the Noteworthy Items in Section 7.3.2 of this document to ensure that all problems encountered are dispositioned appropriately.
- 7.3.4.7 When the inventory is completed, sign and date the form at the bottom.
- 7.3.4.8 Ensure that the completed Emergency Kit Form is submitted to the Program Leader - Emergency Planning for review (signature).

8.0 Document Storage and Retention Requirements

- 8.1 The requirements of ANSI N45.2.9-1974, Requirements for Collection, Storage, and Maintenance of Quality Assurance Records for Nuclear Power Plants, apply to the work of any individual or organization that participates in collection, storage, or maintenance of quality assurance records associated with nuclear power plants. The requirements are intended to assure that records are available when needed for their intended purpose. Quality related records will be processed in accordance with 84DP-ORM30, Record Turnover Control.

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- 8.2 The following tables are used to determine Emergency Planning document storage and retention requirements. ERO Position Walkthrough status is also available via the Training Records Management System (TRMS).

QUALITY RELATED LIFETIME RETENTION		
Document Type	EP Fire-proof Files	NIRM (w/i 120 days)
EP-0300 (Exposure Authorization)		X
EP-0503 (KI Distribution)		X
ERO Position Walkthrough		X
Onsite Training		X

NON QUALITY RELATED 3-YEAR RETENTION		
Document Type	EP Fire-proof Files	NIRM (w/i 120 days)
Declared Event	X	
EP-0013 (Duty Contact Register)	X	
EP-0742 (Quarterly Communications Test)		X
Evaluated Drill Report		X
Exercise Report		X
EP-0701 - EP-0720 (E-Kit Inventory)		X

QUALITY RELATED 5-YEAR RETENTION		
Document Type	EP Fire-proof Files	NIRM (w/i 120 days)
EP-0772 (Exer Participant Briefing Checklist)	X	
Offsite Training (non-Palo Verde)	X	

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9.0 Emergency Planning Equipment Malfunction

9.1 The Program Leader - Emergency Planning (or designee) shall be responsible for the following:

- Administration of coordinated activities, including immediate notification to Nuclear Regulatory Affairs (if appropriate), regarding problems associated with emergency preparedness equipment
- To ensure that an expeditious return to service of that equipment is completed
- To assure continued support from organizations relied upon for notification to PVNGS Emergency Planning for problems associated with this equipment

9.2 PVNGS onsite emergency preparedness equipment includes, but is not limited to, the following system(s) and/or component(s):

- TSC backup diesel generators
- TSC and EOF heating and ventilation systems
- TSC and EOF area radiation monitors
- TSC and EOF miscellaneous equipment PVNGS Site-Wide Paging System
- PVNGS ERO Group Pager System (primary notification)
- PVNGS Emergency Voice Response System Autodialer (backup notification)

9.3 When notified of component or system malfunction regarding the Technical Support Center backup diesel generator, perform the following action(s):

- 9.3.1 Notify the appropriate PVNGS Maintenance Department discipline of the problem. Describe the nature of the problem accurately.
- 9.3.2 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.
- 9.3.3 Maintain subsequent follow-up actions to problem resolution.
- 9.3.4 Complete any required documentation associated with the problem and submit accordingly.

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9.4 When notified of component or system malfunction regarding the Technical Support Center or Emergency Operations Facility heating and ventilation system, perform the following action(s):

9.4.1 Notify PVNGS Facility Services of the problem. Describe the nature of the problem accurately.

9.4.2 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.

9.4.3 Maintain subsequent follow-up actions to problem resolution.

9.4.4 Complete any required documentation associated with the problem and submit accordingly.

9.5 When notified of component or system malfunction regarding the Technical Support Center or Emergency Operations Facility area radiation monitor RU-13A or RU-13B, perform the following action(s):

9.5.1 Notify PVNGS RMS Maintenance of the problem. Describe the nature of the problem accurately.

9.5.2 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.

9.5.3 Maintain subsequent follow-up actions to problem resolution.

9.5.4 Complete any required documentation associated with the problem and submit accordingly.

9.6 When notified of component or system malfunction regarding the Technical Support Center or Emergency Operations Facility miscellaneous equipment, perform the following action(s):

9.6.1 Notify the appropriate discipline of the problem. Describe the nature of the problem accurately.

9.6.2 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.

9.6.3 Maintain subsequent follow-up actions to problem resolution.

9.6.4 Complete any required documentation associated with the problem and submit accordingly.

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- 9.7 When notified of component or system malfunction regarding the PVNGS Site-Wide Paging System, perform the following action(s):
- 9.7.1 Notify APS Communications Systems of the problem. Describe the nature of the problem accurately.
 - 9.7.2 If appropriate, notify the Unit Shift Supervisors of the affected system and component and the nature of the problem.
 - 9.7.3 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.
 - 9.7.4 Maintain subsequent follow-up actions to problem resolution.
 - 9.7.5 Complete any required documentation associated with the problem and submit accordingly.
- 9.8 When notified of component or system malfunction regarding the PVNGS Emergency Response Organization Group Pager System (primary notification), perform the following action(s):
- 9.8.1 Notify the appropriate PVNGS discipline of the problem. Describe the nature of the problem accurately.
 - 9.8.2 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.
 - 9.8.3 Maintain subsequent follow-up actions to problem resolution.
 - 9.8.4 Complete any required documentation associated with the problem and submit accordingly.
- 9.9 When notified of component or system malfunction regarding the PVNGS Emergency Voice Response System Autodialer (backup notification), perform the following action(s):
- 9.9.1 Notify the appropriate PVNGS discipline of the problem. Describe the nature of the problem accurately.
 - 9.9.2 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.
 - 9.9.3 Maintain subsequent follow-up actions to problem resolution.
 - 9.9.4 Complete any required documentation associated with the problem and submit accordingly.

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- 9.10 When notified of component or system malfunction regarding the Offsite Siren Warning System, perform the following action(s):

NOTE

The following organizations have the ability to detect and notify PVNGS Emergency Planning of Offsite Siren Warning System malfunction:
Maricopa County Department of Emergency Management (MCDEM), Maricopa County Sheriff's Office (MCSO), Arizona Department of Public Safety (DPS), APS Microwave Center, and APS Communications Systems.

Onshift Operations Management

- 9.10.1 Notify PVNGS Emergency Planning of the problem. Describe the nature of the problem accurately.

- 9.10.1.1 **IF 40% (16 or more) sirens are out of service for greater than 1 hour, THEN notify the USNRC within one hour.**

PVNGS Emergency Planning

- 9.10.2 Notify APS Communications Systems of the problem. Describe the nature of the problem accurately.

- 9.10.3 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.

- 9.10.4 Contact an organization other than the one reporting the problem to determine the scope of the problem, i.e., system-wide or isolated.

- 9.10.5 If the problem is determined to be isolated in nature, contact the Maricopa County Department of Emergency Management and request a possible change to System Master Control capabilities.

- 9.10.6 If the problem is determined to be system-wide (i.e., greater than 40% failure, or 16 or more sirens, out of service for greater than 1 hour), perform the following actions immediately:

- 9.10.6.1 Inform Nuclear Regulatory Affairs (during normal working hours) or the Unit 1 Shift Supervisor (off-hours) of the system failure and request a notification be initiated to the USNRC within 1 hour of siren system failure. Describe the nature of the problem accurately.

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- 9.10.6.2 Notify APS Communications Systems of system outage status.
- 9.10.6.3 Notify Maricopa County Department of Emergency Management and request a notification be initiated to the Maricopa County Sheriff's Office regarding system outage status and the potential for MCSO to assume notification functions.
- 9.10.6.4 Inform the APS Switchboard of system outage status.
- 9.10.6.5 Maintain subsequent follow-up actions to problem resolution.
- 9.10.7 When the malfunction has been corrected, contact the Maricopa County Department of Emergency Management and request a test of the system be initiated.
- 9.10.8 If the problem had been determined to be system-wide and testing of the Offsite Siren Warning System has been completed satisfactorily, notify Nuclear Regulatory Affairs (during normal working hours) or the Unit 1 Shift Supervisor (off-hours) of system test results.
- 9.10.9 Notify the Program Leader - Emergency Planning (or designee) of the Offsite Siren Warning System test results.
- 9.10.10 Complete any required documentation associated with the problem and submit accordingly.
- 9.11 Inadvertent Siren System Activation. When notified of component or system malfunction regarding the Offsite Siren Warning System, perform the following action(s):
 - 9.11.1 APS Switchboard Operator Actions
 - 9.11.1.1 When notified of an inadvertent siren activation, ask the caller to hold.
 - 9.11.1.2 Notify PVNGS Security (82-6471 or 82-6473) and verify that no actual emergency exists.
 - 9.11.1.3 If no PVNGS emergency exists, obtain and complete Form EP-0750, Inadvertent Siren Activation Notice (see Appendix A - Forms), acquiring as much information as possible.
 - 9.11.1.4 If the current time is not within the hours of M-F 0700-1530 (i.e., off-work hours), perform the following actions:
 - 9.11.1.4.1 Contact PVNGS Electrical Maintenance (Duty Pager 1810) and provide the information from Form EP-0750, Inadvertent Siren Activation Notice (see Appendix A - Forms).

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9.11.1.4.2 Record the name of the Electrical Maintenance contact and the time of notification to Electrical Maintenance on Form EP-0750, Inadvertent Siren Activation Notice (see Appendix A - Forms).

9.11.1.5 If the current time is within the hours of M-F 0700-1530 (i.e., normal work hours), perform the following actions:

9.11.1.5.1 Contact APS Communications Systems **(82-7112) (duty pager 1924)** and provide the information from Form EP-0750, Inadvertent Siren Activation Notice (see Appendix A - Forms).

9.11.1.5.2 Record the name of the APS Communications Systems contact and the time of notification to APS Communications Systems on Form EP-0750, Inadvertent Siren Activation Notice (see Appendix A - Forms).

9.11.1.6 Inform the PVNGS Unit 1 Control Room Shift Supervisor **(82-1206)** of the situation.

9.11.1.7 Forward the completed Form EP-0750, Inadvertent Siren Activation Notice (see Appendix A - Forms), to PVNGS Emergency Planning, Mail Station 6050.

9.11.2 Emergency Planning Actions

9.11.2.1 Ensure that APS Switchboard personnel have accurately documented the information.

9.11.2.2 Contact APS Communications Systems / PVNGS Electrical Maintenance and ensure that the associated problem is dispositioned accordingly.

9.11.2.3 Notify the Program Leader - Emergency Planning (or designee) of the affected system and component and the nature of the problem.

9.11.2.4 Maintain subsequent follow-up actions to problem resolution.

9.11.2.5 Complete any required documentation associated with the problem and submit accordingly.

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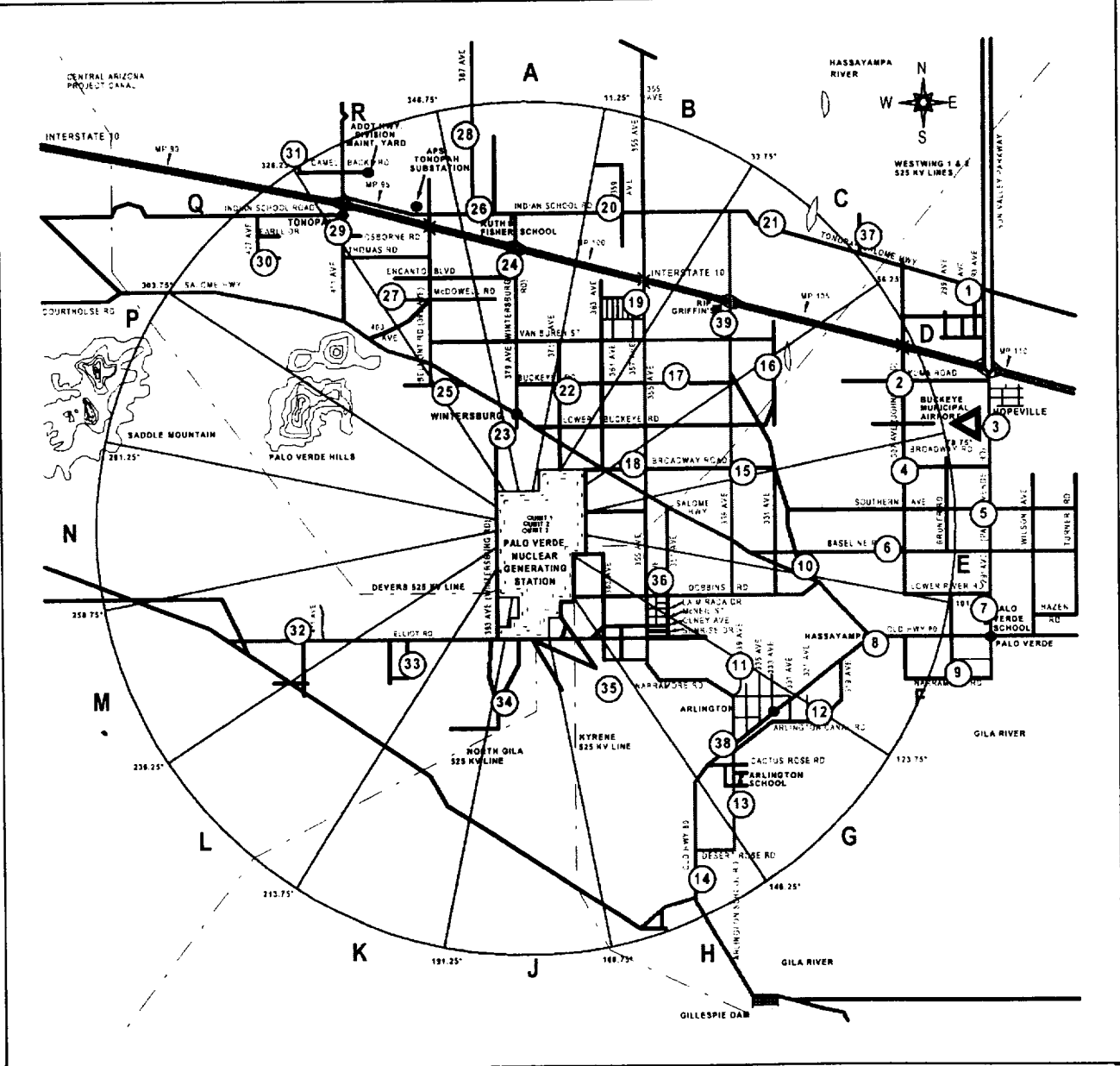
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9.11.3 Siren Deactivation Process

9.11.3.1 Verify the siren location using the following map.

PALO VERDE NUCLEAR GENERATING STATION 10-MILE EMERGENCY PLANNING ZONE



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9.11.3.2 Direct a department employee to obtain the following tools (PVNGS Electrical Maintenance personnel should obtain the Siren Shutoff Box):

- 3/8" blade screwdriver
- 7/16" nut driver
- Crowbar
- Flashlight with extra batteries
- Earplugs
- Siren #21 cabinet and fence key
- Copy of this document

NOTE

Use of a 4-wheel drive vehicle requires notification to PVNGS Security **[82-6471 or 82-6473]** prior to deployment.

9.11.3.3 Provide a briefing to the department employee regarding the following items:

- Siren location (Section 4 / APS Switchboard Operator report)
- Siren type (Section 5 - Solar / Electronic or Mechanical)
- Securing the siren regardless of current status
- Completing Form EP-0751, Siren Deactivation (see Appendix A - Forms)

9.11.3.4 Proceed to the siren location, secure the siren per Section 9.11.4 or 9.11.5 of this document, and report when completed.

9.11.3.5 Complete Form EP-0751, Siren Deactivation (see Appendix A - Forms), and return.

9.11.3.6 Contact the Maricopa County Sheriff's Office Shift Supervisor **[602-256-1011]** and report that an inadvertent siren activation had been reported and that it has been checked, deactivated, and is currently silent.

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9.11.3.7 Notify PVNGS Emergency Planning (82-6178) of the situation on their next scheduled work day and forward completed Form EP-0751, Siren Deactivation (see Appendix A - Forms), to PVNGS Emergency Planning, Mail Station 6050.

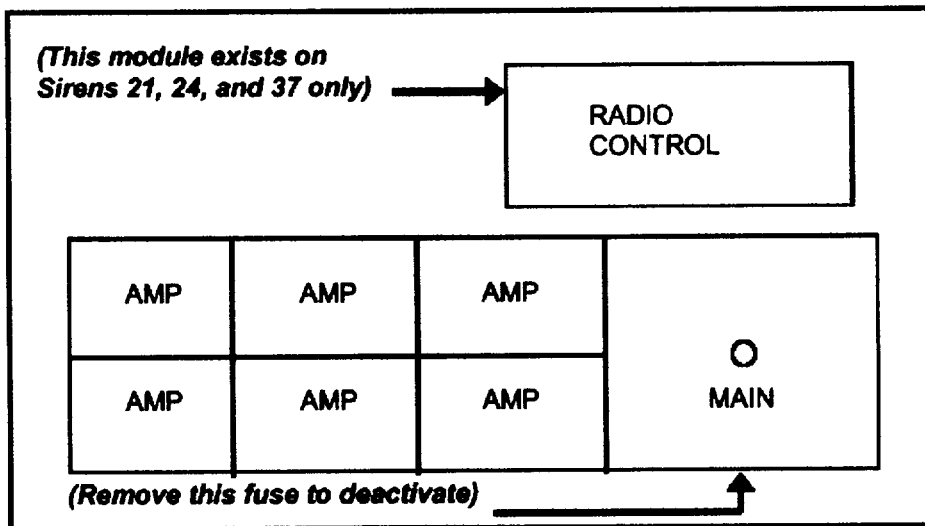
9.11.4 Siren Deactivation for Solar / Electronic Sirens 21, 24, 37, 38, and 39 only

9.11.4.1 Open the appropriate cabinet door:

- Siren 21: East door
- Siren 24: East door
- Siren 37: North door
- Siren 38: North door - top cabinet
- Siren 39: North door - top cabinet

9.11.4.2 Remove the fuse labeled "MAIN" and place it in the bottom of cabinet.

9.11.4.3 Close and lock the cabinet door.



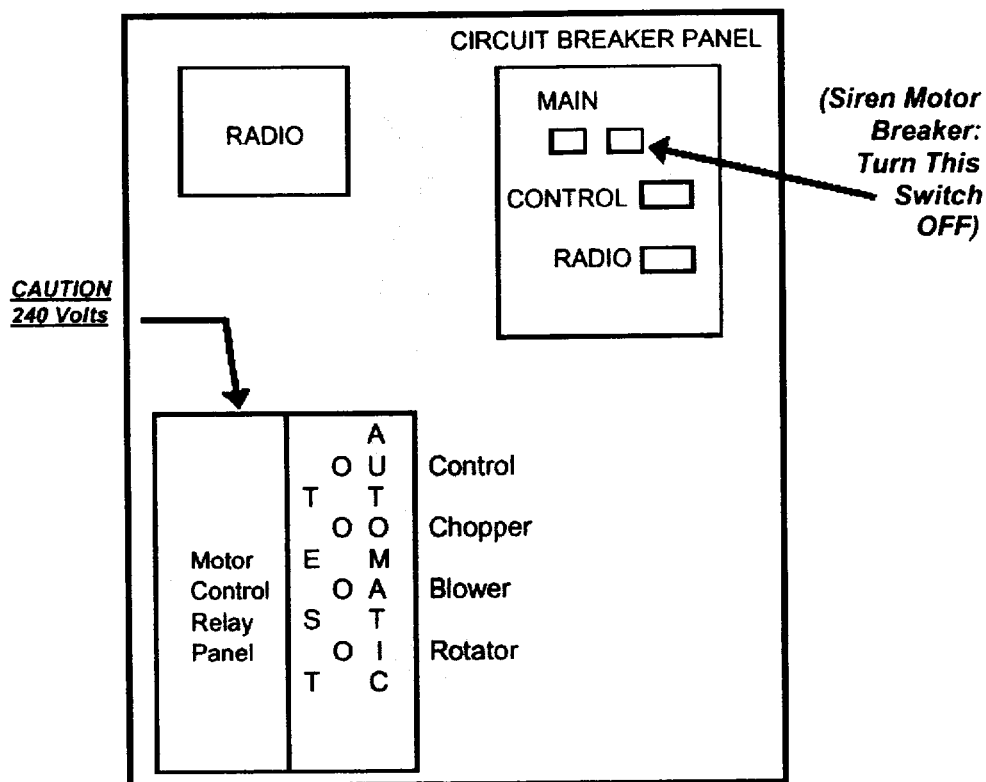
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9.11.5 Siren deactivation for Mechanical Sirens only

- 9.11.5.1 Open the main cabinet door.
- 9.11.5.2 Open the circuit breaker panel door.
- 9.11.5.3 Turn off the motor breaker (top right-hand double switch).
- 9.11.5.4 Close the circuit breaker panel door.
- 9.11.5.5 Close and lock the main cabinet door.



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10.0 Emergency Planning Training Program Description

10.1 Scope

This document outlines only the minimum training and qualification requirements necessary to qualify and maintain proficiency in duties associated with the PVNGS Emergency Preparedness Program.

10.2 Responsibilities

10.2.1 The Program Leader - Emergency Planning (or designee) shall be responsible for coordination of the following activities:

- Provision for technical review of the PVNGS Training Department's Emergency Preparedness lesson plan revisions when requested.
- Training for table-top, facility, radiological, medical, and major training scenarios, as required.
- Training briefings for offsite organizations who render assistance to PVNGS, as required.
- Provision for annual information dissemination regarding the onsite Unit Evacuation System, its various alerting sounds, actions to be taken when activated, and the telephone options for listening to recorded siren sounds.
- Assurance that PVNGS Program Leaders maintain their personnel qualified, where applicable, in Emergency Preparedness Training requirements on an annual basis.

10.2.2 Individual employees shall be responsible for the following activities:

- Maintaining an active Security ACAD by ERO personnel requiring access to the TSC or EOF to ensure participation in the Fitness-for-Duty Program.
- Attendance of Emergency Preparedness Training when scheduled.

10.3 Limitations

10.3.1 Emergency Response Personnel current in their ERO qualifications as of December 30, 1998 are considered to have completed initial ERO training. This consideration does not apply to specific discipline training. New personnel, or existing ERO members assigned to fill an ERO position in which they have not previously qualified, shall complete the Initial Training requirements for that position as specified in this procedure. All ERO personnel shall complete Continuing Training requirements as specified in this procedure.

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- 10.3.2 Emergency Preparedness Training shall be completed annually. The training should be completed by the end of the 13th month, i.e., every 12 months + 1 month. Example of an annual training cycle: initial training date April 20, 2000, expiration date May 31, 2001. An effort should be made to complete the training at approximately the same time each year to avoid inconsistencies associated with the interval. In no case shall the annual retraining be completed less frequently than a minimum of 3 times over a 39 month period.
- 10.3.3 Individuals who fail to complete their annual Emergency Preparedness Training requirements shall have their emergency response qualifications suspended until completion of required training.
- 10.3.4 Assignment to discipline specific ERO positions will be granted to personnel only after fully qualifying per the ERO position qualification card and per the appropriate discipline Training Program Description.
- 10.3.5 Individuals who fail to complete their discipline related (re)qualifications which serve as prerequisites for qualifications of Emergency Response Organization duties shall have their emergency response qualifications suspended until completion of required discipline specific training.
- 10.3.6 Onsite Emergency Preparedness Training should be developed using a process similar to that described within the Nuclear Training Department Administrative Procedures or other approved training program.
- 10.3.7 Lesson plans and examinations are not required for offsite support organization training. In this case, briefing forms and outlines may establish acceptable means of documentation. The PVNGS Emergency Planning Program Leader shall maintain records associated with offsite support organization training.

10.4 Basic training

- 10.4.1 Personnel requiring access to the Owner Controlled Area are provided annual information via newsletters, brochures, etc. regarding actions to take in the event of an emergency at the plant.

10.5 Emergency Response Organization Training

- 10.5.1 PVNGS personnel assigned duties in the Emergency Response Organization shall receive initial training and annual retraining. (See Training Requirements in Section 10.10 of this document for details.)

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10.5.2 The following criteria shall apply to training course failure by a student:

- Student qualification on tasks assigned to or associated with a course will be revoked upon failure of the course examination.
- Remedial examinations shall be comparable to, but not the same as, the original examination failed by the student.
- A score of 80% or greater on the course examination is required for satisfactory completion of the course requirements.
- Failure of a CBT course (i.e., examination score < 80%) will require the student to wait at least one working day prior to retaking the course (remediation).
- Failure of a remedial evaluation will require a review of the individual's performance history by the Section Leader of Technical Training and the individual's management for determination of corrective actions.

10.5.3 As necessary, additional (re)training of individuals should be conducted when significant changes to the PVNGS Emergency Plan and/or implementing procedures occur as determined by the Emergency Planning Program Leader and the Nuclear Training Department Leader.

10.5.4 To assist personnel in the development of skills required for an emergency, drills and exercises are conducted periodically in addition to annual retraining.

10.6 Onsite Medical Staff Training

10.6.1 The PVNGS onsite medical staff, excluding administrative support personnel, shall attend training similar in content to that which is provided to Maryvale Medical Center and Good Samaritan Medical Center staff on an annual basis.

10.7 Emergency Planning Staff Training

10.7.1 Training for PVNGS Emergency Planning staff is conducted via the completion of a required reading list and/or other training and includes participation in industry sponsored emergency planning symposia and workshops.

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10.8 Offsite Organization Training

10.8.1 As appropriate, briefings for the members of the following offsite support organizations shall occur on an annual basis:

- APS Corporate Public Information personnel (PI)
- Arizona Division of Emergency Management (ADEM)
- Arizona Radiation Regulatory Agency (ARRA)
- Good Samaritan Medical Center
- Maricopa County Department of Emergency Management (MCDEM)
- Maryvale Medical Center
- Others as deemed necessary

10.8.2 Briefings should be specific to the agencies' response assignment(s) and, at a minimum, should include the following:

- Basic radiation protection (excluding ARRA)
- Emergency response procedures
- Interface with the PVNGS Emergency Response Organization

10.9 Media Training

10.9.1 In conjunction with state and county government personnel, briefings shall be offered to local and regional news media personnel on an annual basis. The familiarization briefings should be conducted by PVNGS Emergency Planning and PVNGS Communications personnel and should include the following items:

- PVNGS Emergency Plan
- Basic information regarding PVNGS operation / radiation
- Locations / mechanism for release of public information in an emergency
- Familiarization tour of the Joint Emergency News Center (JENC)

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10.10 Emergency Response Organization Training Requirements

- 10.10.1 The table below contains the minimum training requirements for each Emergency Response Organization (ERO) position. Department / Discipline training programs may require additional training for enhanced performance beyond that specified in the table. Unless specifically indicated, the Continuing / Retraining subject areas are required to be trained annually.
- 10.10.2 The EP Overview / Fundamentals Course should address the structure of the Emergency Response Organization, PVNGS emergency classification scheme, emergency facilities, major lines of communication, and a general overview of PVNGS emergency response. This training requirement may be met by attending discipline specific EP training, and/or satisfactorily completing the CMI (CBT) course NGE04 "Emergency Plan Overview".
- 10.10.3 The "Initial Training" column in the following table contains the numbers of "Job Qualification Cards" (JQC) for the specified position. Asterisked JQC numbers ("**") indicate JQCs existing within the discipline training programs. All other JQCs are available through the Emergency Preparedness Program.
- 10.10.4 In addition to other training requirements, any ERO position assigned to the TSC or EOF shall maintain a valid ACAD.

ERO POSITION	INITIAL TRAINING (JQC)	CONTINUING / RETRAINING
Administrative and Logistics Coordinator	NEP01-XX-017	EP Overview / Fundamentals
Administrative Support	NEP01-XX-019	EP Overview / Fundamentals
Assistant Emergency Operations Director	NEP01-XX-029	EP Emergency Coordinator or EOD specific training
Chemistry Coordinator	NEP01-XX-005	EP Overview / Fundamentals
Chemistry Technician	NCQ38-XX-001 **	EP Overview / Fundamentals
Dose Assessment Health Physicist	NRE00-XX-004 **	EP Overview / Fundamentals
Electrical Engineering	NEP01-XX-006	EP Overview / Fundamentals
Electrical Maintenance Technician	NEA99-XX-009 **	Site Access (Re)training
Electrical Maintenance Helper (NLO)	NLN10-XX Misc**	Site Access (Re)training
Emergency Coordinator Technical Assistant	NEP01-XX-007 DDAT-0022-00	NLR00
Emergency Maintenance Coordinator	NEP01-XX-008	EP Overview / Fundamentals

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ERO POSITION	INITIAL TRAINING (JQC)	CONTINUING / RETRAINING
Emergency Operations Director	NEP01-XX-028	NGE22
Fire Protection / Emergency Medical Technician	NPF68 **	EP (NPL09 or equivalent)
Government Liaison	NEP01-XX-018	EP Overview / Fundamentals
Information Coordinator	NEP01-XX-021	EP Overview / Fundamentals
Instrumentation and Control Technician	NIJ01-XX-305 **	Site Access (Re)training
Mechanical Engineering	NEP01-XX-009	EP Overview / Fundamentals
Mechanical Maintenance Technician	NMO01-XX-101**	Site Access (Re)training
Mechanic *	NMO01-XX-102**	Site Access (Re)training
Onshift Emergency Coordinator	DDAT-0022-00	NLR30
Onsite Emergency Coordinator	DDAT-0022-00 NEP01-XX-027	NLR30
Onsite Medical Staff	NEP01-XX-020	NGE23
Onshift RFAT Driver	EP Overview / Fundamentals	EP Overview / Fundamentals
Operations Advisor	NEP01-XX-001	NLR00
Operations Coordinator	NEP01-XX-010 DDAT-0022-00	NLR30
Operations Support Center Coordinator *	NEP01-XX-002	EP Overview / Fundamentals
Plant Status Technician	NEP01-XX-011	EP Overview / Fundamentals
Probabilistic Risk Assessment	NEP01-XX-012	EP Overview / Fundamentals
Rad Waste Operator	NNR20	NNR20
Radiation Protection Monitor	NRE00-XX-004 ** NRE00-XX-005 **	EP Overview / Fundamentals RPM / RPC / RAC
Radiation Protection Support Technician	NRE00-XX-002 **	EP Overview / Fundamentals
Radiation Protection Technician	NRE00-XX-003 **	EP Overview / Fundamentals RP Emergency Teams

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ERO POSITION	INITIAL TRAINING (JQC)	CONTINUING / RETRAINING
Radiological Assessment Communicator	NRE00-XX-002 **	EP Overview / Fundamentals
Radiological Assessment Coordinator	NRE00-XX-004 ** NRE00-XX-005 **	<ul style="list-style-type: none"> • EP Overview / Fundamentals • RPM / RPC / RAC
Radiological Monitoring Technician	NCQ51-XX-001 **	EP Overview / Fundamentals
Radiological Protection Coordinator	NRE00-XX-004 ** NRE00-XX-005 **	<ul style="list-style-type: none"> • EP Overview / Fundamentals • RPM / RPC / RAC
Reactor Analyst	NEP01-XX-013	<ul style="list-style-type: none"> • EP Overview / Fundamentals • Core Damage Assessment (Biennial)
Repairs Coordinator	NEP01-XX-004	EP Overview / Fundamentals
Safety Analysis Engineer	NEP01-XX-014	EP Overview / Fundamentals
Satellite Technical Support Center Communicator (NLO)	NNR20	NNR20
Security Coordinator	NEP01-XX-022	EP Overview / Fundamentals
Security Director	NEP01-XX-003	EP Overview / Fundamentals
(Security Force Member)	3-MSF-001-02 **	EP Security
Shift Technical Advisor	NOD01-XX-001	NLR30 / NUX00
Systems Engineering	NEP01-XX-023	EP Overview / Fundamentals
Technical Analysis Manager	NEP01-XX-024	EP Overview / Fundamentals
Technical Engineering Manager	NEP01-XX-015	EP Overview / Fundamentals
USNRC Liaison Health Physics	NEP01-XX-025	EP Overview / Fundamentals
USNRC Liaison Operations	NEP01-XX-016	EP Overview / Fundamentals

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10.11 Emergency Planning Staff Training Requirements

10.11.1 All Emergency Planning Coordinators and the Program Leader are required to read and/or discuss the documents specified in the table below as part of the job qualification and training process. Training attendance sheets are an acceptable means to document the required reading performance.

REQUIRED READING DOCUMENTS	
10 CFR, Part 50.47 and Appendix E	FEMA-REP-14 Exercise Manual
EPIP-01 Satellite Technical Support Center Actions	FEMA-REP-15 Exercise Evaluation Methodology
EPIP-02 Operations Support Center Actions	Fixed Nuclear Facility Offsite Emergency Response Plan
EPIP-03 Technical Support Center Actions	INPO Document 85-014 EP Program Review
EPIP-04 Emergency Operations Facility Actions	INPO Document 86-032 Emergency Resources Manual
EPIP-05 Backup Emergency Operations Facility Actions	INPO Document 96-009 Maintaining Emer. Preparedness
EPIP-06 Reassembly Area Operations	INPO Document 88-019 Drill and Exercise Manual
EPIP-07 Telecommunications	Joint Public Information s (JPPIs)
EPIP-08 Emergency Planning Administration	NUREG-0654 / FEMA-REP-1 and Supplements
Dose Projection Technical Bases	NUREG-0737 Supplement 1
Emergency Action Level (EAL) Technical Bases	PVNGS Emergency Plan
EPA400-R-92-001 Protective Action Guides	USNRC EP Inspection Reports (<i>routed as necessary</i>)
	USNRC Response Technical Manual (<i>current version</i>)

Emergency Planning Coordinator

Date

EP Program Leader

Date

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11.0 Emergency Preparedness Respiratory Guidelines
11.1 Regulatory Guidance
11.1.1 UFSAR

- The PVNGS UFSAR requires SCBAs for six personnel in the Control Room, and indicates that personnel should be capable of donning that equipment in 2 minutes or less.

11.1.2 NUREGS

- NUREG-0654 mandates that respiratory protective equipment be available in the various ERO response facilities. The inference is clear that the ERO Staff will be qualified to utilize this equipment, although specific guidance is not given as to which disciplines of the ERO Staff and the specific numbers of each are to be respiratory qualified.

11.1.3 NRC

- NRC Inspection modules include review of the respiratory equipment stocked for emergency use in emergency kits. NRC expectations when auditing biennial emergency Exercises are that repair teams will don respiratory equipment when (simulated) conditions require.

11.1.4 10CFR

- 10CFR20.1702, Use of Other Controls, lists ways of limiting intakes of radioactive material.
- 10CFR20.1703, Use of Individual Respiratory Protection Equipment, requires the licensee to (a)(4) issue a written policy statement on respirator usage covering (ii) the routine, nonroutine and emergency use of respirators.
- 10CFR50.47(b)(11), Emergency Plans, establishes means for controlling radiological exposures in an emergency for emergency workers. The means for controlling radiological exposures include exposure guidelines consistent with EPA Emergency Worker and Lifesaving Activity Protective Action Guides. The inference is that the licensee uses respiratory equipment to control internal radiological exposure.
- 29CFR1910.134, Respiratory Protection, is the Occupational Safety and Health Administration (OSHA) requirement for employers to control airborne contamination. When airborne contamination cannot be controlled, this section requires employers to provide respirators and to establish a respiratory protection program.

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11.1.5 The above represents the current regulatory guidance. That guidance does not provide specific direction on which ERO Onshift and Onsite Staff members are to maintain respiratory equipment qualifications. Current PVNGS guidance for ERO Staff also does not provide specific numbers of personnel per discipline to maintain respiratory qualifications. This document is intended to establish the basis for such specific numbers.

11.2 Overview

11.2.1 The following are basic situations the Onshift ERO Staff may encounter that would require respiratory protective equipment.

11.2.1.1 Exposure to a non-radioactive hazardous materials atmosphere [SCBA required]

- This applies to a minimum number of Onshift personnel - primarily a core Control Room staff and the Fire Protection staff. All other Onshift personnel would withdraw from the affected areas rather than don protective equipment.

11.2.1.2 Exposure to tear gas from armed intruders [Gas Mask required]

- This applies to Security personnel only; protective equipment is available Onshift. All other Onshift personnel would withdraw from the affected areas rather than don protective equipment.

11.2.1.3 Exposure to a radioactive atmosphere [SCBA or Full Face required]

- This applies to all members of the Onshift staff. It is expected that the prudent normal response would allow the majority of the Onshift personnel to withdraw from the affected area. A selected number of personnel in the various disciplines need to maintain respiratory qualifications to respond for lifesaving or equipment saving vital to plant operation. Guidance is provided in the position by position review section as to the minimum qualified personnel per shift.

11.3 Positions Requiring Respiratory Qualifications

11.3.1 The number of ERO Staff members to maintain respiratory qualifications for response to Hazardous Materials and to Tear Gas is currently addressed in PVNGS guidance, with those numbers included here for clarity. The number of ERO Staff members required to respond in a radioactive atmosphere is not defined. The following analyses were done to develop numbers. The numbers were developed based on expected actions during the first two hours of an event. The numbers also are based on work in high dose/airborne area entries being minimized to the absolutely necessary (life saving or equipment saving) during that time.

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11.3.2 Operations support conducted analyses of the Abnormal and Emergency Operation Procedures to identify the maintenance tasks required by the procedures during the first two hours of a plant transient or upset condition. The following is a list of those tasks and the responsible work group(s) to perform them:

- Mechanical Maintenance-Install portable air compressor for Instrument Air backup.
- Mechanical Maintenance-Repair Emergency Diesel Generator lube oil leaks.
- Mechanical Maintenance-Fill Emergency Diesel Generator crankcase with oil.
- Electrical Maintenance-Inspect and trouble shoot medium voltage circuit breaker if breaker trips or fails to close.
- Instrumentation & Control-Use troubleshooting job-aid to diagnose failure of annunciator section.
- Instrumentation & Control-Install temporary recorder for plant monitoring.
- Instrumentation & Control-Collect thermocouple data in event of RVLMS failure.

11.3.3 Radiation Protection Group conducted an analysis of their actions during the first two hours of a plant transient or upset condition with the following assumptions:

- All unnecessary personnel would exit transient high dose/airborne areas and new control boundaries would be set as necessary to confine those areas.
- A minimal number of entries into transient high dose/airborne areas to mitigate the situation will need to be done in the first two hours of the event - example, entries for lifesaving or for equipment repair vital to plant operations. Further entries into transient high dose/airborne areas would be done only as necessary and/or support allows.
- Supporting ERO Staff would not remain functioning within transient high dose/airborne area but would withdraw to backup facilities/areas.

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- 11.3.4 Summation and Basis: the task force reviewing the above included all involved disciplines and the associated training departments. The review provides the following ERO position by position numbers with additional supporting information relating to position specifics. These numbers represent the minimum number of personnel to be available. "SCBA" means qualification to wear a Self Contained Breathing Apparatus; "FF" means qualification to wear a Full Face respirator; "SCBA/FF" means qualification to wear both. It is expected that in actual practice the numbers of qualified personnel will be higher.

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11.4 Position Qualifications and Basis

GROUP	SCBA / FF QUALIFIED	BASIS
Control Room, STSC	All licensed personnel and STAs, and three Auxiliary Operators (one per Unit crew) maintain SCBA/FF. *	This staff might have to function in a radiological airborne or hazardous materials environment to bring the unit to a safe shutdown condition.
Chemistry	One Chemistry Technician maintains SCBA/FF. **	This staff might have to function in an extreme radiological environment to obtain reactor coolant analysis.
Radiation Monitoring	One Radiation Monitoring Technician maintains FF. **	This staff might have to function in a radiological environment to obtain correlation release point samples. This staff would not function in an extreme radiological environment or in a hazardous materials environment.
Electrical I&C Mechanical	One qualified member of each discipline maintains FF. **	This staff might have to function in a radiological environment to repair vital equipment. This staff would not function in an extreme radiological environment or in a hazardous materials environment.
Radiation Protection	Two Radiation Protection Technicians maintain SCBA/FF. **	Some of the available staff might have to function in an extreme radiological environment to support firefighting, lifesaving, equipment saving, etc. The rest of the staff would fall back with the RCA boundaries and would not require respiratory protection.
Fire Protection	All Onshift Fire Protection staff maintain SCBA. *	The available staff may have to respond in entirety to a hazardous or extreme radiological environment for life-saving purposes. In addition, SCBAs are required for firefighting.
Security	All Onshift Security personnel designated as Armed Responders . *	For situations where a radioactive release or hazardous material release is ongoing, the Security Force would go into a "Fallback" mode. Posts would not be left unattended but personnel would retreat to the nearest safe location where the area can be monitored. Respiratory protection would not be required. Manning of the CAS and SAS would be maintained in the "fallback" mode as above. It is expected that one or both would be able to stay operational during a release situation without respiratory protection being required.

* **Required to be "clean shaven" while on duty.** A "clean shaven" condition exists when no facial hair can interfere with the respirator's facial seal.

** **Required to be capable of being "clean shaven" while on duty.**

Personnel who require corrective lenses while wearing a respirator or SCBA shall always have their corrective lenses readily available while on duty.

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11.5 Justification by Position

11.5.1 Control Room Staff may have to remain in the affected unit to perform safe shutdown.

11.5.2 AOs may be sent out during the initial two hours of activity for search and rescue or to repair vital equipment. In addition, airborne activity in the affected unit might require respiratory protection to assist in performing the EOPs. Two qualified AOs available as a minimum are adequate to support these activities. Respiratory equipment is available in the STSC and OSC.

11.5.3 Chemistry activities would include primary sampling to verify activity levels. PASS sampling preparation might begin during the initial two hours, although the PASS procedure "Cautions" the Chemistry Leader to recommend at least a 2-hour delay after reactor trip prior to sampling under accident conditions. Airborne activity in the affected unit might mandate respiratory protection. One qualified Chemistry Tech is deemed adequate to meet these initial two-hour needs. Respiratory equipment is available in the OSC.

11.5.4 Effluent related activities would include sampling stack release points, RMS monitoring and release point calculations. Airborne activity in the affected unit might mandate respiratory protection for sampling. One qualified RM Tech is deemed adequate to meet these initial two-hour needs. Respiratory equipment is available in the OSC.

11.5.5 Radiation Protection will perform dose assessment; onsite, offsite and inplant surveys; coverage for repair, corrective action, search and rescue and fire teams; access control; personnel monitoring and dosimetry issue. Respiratory equipment is available in the OSC.

11.5.5.1 Dose assessment can be done in a low dose area under any conditions by use of backup equipment and facilities.

11.5.5.2 Onsite, offsite and inplant surveys in the first two hours are performed to define and contain areas. Teams are sent out to determine plume edges, dose boundaries, etc. Respiratory protection is not required for these surveys.

11.5.5.3 Coverage for repair, corrective action, search and rescue and fire teams may be required for a minimal amount of entries during the first two hours. Two qualified RP Techs should be available as a minimum.

11.5.5.4 Access Control, Personnel Monitoring and Dosimetry issue will all be performed in a low dose area with respiratory protection not required.

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- 11.5.6 Some of the available Onshift Security personnel are considered to need gas masks. Security Dept. maintains that equipment immediately available to the personnel. That equipment is outside of the Emergency Planning maintained equipment specified elsewhere in this document.
- 11.5.7 ONSITE STAFF (after 2 hours): Respiratory equipment is required in the TSC/EOF by NUREG 0654. The expected use would be primarily by the RP Support Tech monitoring habitability. Air sampling and surveying may be done outside the facility envelope. One qualified RP Support Tech is deemed adequate for minimum operation in each facility. It is not expected that any other TSC/EOF position will require respiratory protection. Facility relocation would be utilized in the event of a facility airborne problem.

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1.0 Precautions and limitations

- 1.1 Forms in this appendix are to be considered "samples." In accordance with 01DP-0AP01, Procedure Process," the user may copy a sample form from the procedure if the copy is legible enough to use.
- 1.2 Forms in this appendix are available on the PVNGS Electronic Forms Menu at "Palo Verde/Site Specific Forms/Emergency Planning".

2.0 Forms

2.1 Form EP-0541, Palo Verde NAN Emergency Message (sample)

FORM EP-0541 E

PVNGS EMERGENCY PLANNING

PALO VERDE NAN EMERGENCY MESSAGE FORM

<p>① (circle one) THIS IS A DRILL THIS IS NOT A DRILL</p> <p>② This NAN call was initiated at: _____ (time)</p> <p>③ This is Palo Verde Nuclear Generating Station Notification of (circle one) UNUSUAL EVENT SITE AREA EMERGENCY ALERT GENERAL EMERGENCY</p> <p>declared in Unit _____ at _____ on _____ (time) (date)</p> <p>PVNGS Emergency "STATUS CODE(S)" _____</p> <p>④ The wind speed is _____ MPH from _____ Degrees (35' elev - 15 min avg) (35' elev - 15 min avg)</p> <p>Authenticator Code: _____</p> <p>This is _____ : STSC Comm Gov't Liaison (name) (circle one)</p> <p>at U1 STSC U2 STSC U3 STSC EOF (Circle ERO facility)</p>	<p>⑤ THERE IS (circle one) A Radioactive Release NO Radioactive Release</p> <p>...taking place at this time due to this event</p> <p>THE FOLLOWING ACTION IS RECOMMENDED: (check one)</p> <p><input type="checkbox"/> There are no Protective Actions required</p> <p><input type="checkbox"/> Shelter 2-mile radius</p> <p><input type="checkbox"/> Evacuate 2-mile radius and 5 miles in Sectors _____</p> <p><input type="checkbox"/> Evacuate 5-mile radius and 10 miles in Sectors _____</p> <p><input type="checkbox"/> Other _____</p>
<p>⑥ (circle one) THIS IS A DRILL THIS IS NOT A DRILL</p> <p>Approval: _____ (EC / EOD Signature)</p> <p>_____ (Date) (Time)</p>	

RESPONDING AGENCY	PRIMARY LINK	ALTERNATE LINK	EMERGENCY NOTIFICATIONS		
			DATE	TIME	INITIALS
Maricopa County Sheriff's Office (24 hrs/day)	NAN	NAN Radio B/U or 9-602-256-1011			
AZ Department of Public Safety (24 hrs/day)	NAN	NAN Radio B/U or 9-602-223-2000			
AZ Radiation Regulatory Agency (0800-1700, M-F)	NAN	NAN Radio B/U or 9-602-255-4845			
AZ Division of Emergency Mgmt. (0800-1700, M-F)	NAN	NAN Radio B/U or 9-602-244-0504			
Maricopa County Dept. of Emergency Mgmt. (0800-1700, M-F)	NAN	NAN Radio B/U or 9-602-273-1411			

⑦ "W PAGER" (Type In): **"6580311"** "This is / is not a drill. PVNGS Unit _____ Classification (NUE) (ALERT) (SAFE) (GE) Status Code _____ This is / is not a drill."

Dispatcher (ECC) (read step 7)	Black Phone in CR	81-1080, 81-1081, or 9-602-250-1070			
USNRC Headquarters (STA will call)	301-816-5100	301-951-0550			

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2.2 Form EP-0701, E-Kit Inventory - Ambulance (Fire Department) (sample)

FORM EP-0701 B

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Ambulance (Fire Department)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: (Circle the applicable reason)		QTRLY POST-EVENT AUDIT OTHER (explain):		
RECORD				
<input checked="" type="checkbox"/>	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	4	200-mrem Dosimeter		
	2	Battery (AA)		
	4	Clothing Pack		
	1	Dosimeter Charger		
	4	Thermoluminescent Dosimeter (Whole Body TLD)		
Inventoried by: _____ (Performer Signature)		Reviewed by: _____ (Department Leader-EP Signature)		_____ (Date)

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2.3 Form EP-0702, E-Kit Inventory - Ambulance (Medical) (sample)

FORM EP-0702 B

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Ambulance (Medical)	
VERIFICATION			
As-found Kit Seal Number:		New Kit Seal Number:	
Reason for Kit Inventory: (Circle applicable reason)		QTRLY POST-EVENT AUDIT OTHER (explain):	
RECORD			
✓	Quantity	Item	Serial Number Cal Due-Exp Date
	(per list)	ERO Position Manuals	
	4	200-mrem Dosimeter	
	2	Battery (AA)	
	4	Clothing Pack	
	1	Dosimeter Charger	
	4	Thermoluminescent Dosimeter (Whole Body TLD)	
Inventoried by: _____ (Performer Signature) (Date)		Reviewed by: _____ (Department Leader-EP Signature) (Date)	

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2.4 Form EP-0703, E-Kit Inventory - EOF (sample)

FORM EP-0703 D

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: EOF		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
As-found Manual Cabinet Seal #:		New Manual Cabinet Seal #:		
Reason for Kit Inventory:				
(Circle Applicable Reason) QTRLY POST-EVENT AUDIT OTHER (explain):				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	40	1-REM / 1.5-REM Dosimeter (any combination)		
	40	200-mrem Dosimeter		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Head		
	3	Battery (9-Volt)		
	24	Battery (D)		
	2	Battery (AA)		
	1	Battery Tester		
	3	Booties (plastic - pair)		
	1	Calculator		
	1	Cellular Telephone		
	6	Coveralls (paper)		
	1	Cs ¹³⁷ Check Source		
	1	Dosimeter Charger		
	1	EC-4 Area Monitor		
	1	EC-4 Check Source		
	1	FAG Survey Meter		
	8	Flashlights (4 hand held, 4 portable lanterns)		
	3	Gloves (cloth - pair)		
	3	Gloves (plastic - pair)		
	2	Marinelli Beaker		
	6	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	4	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	1	Radioactive Tape (rolls)		
	10	Respirator / Iodine Canister (each)(Masks 1 LG 8 MED 1 SM)		
	1	RM-20 Frisker		
	1	Screwdriver (straight-blade)		
	1	Smears (boxes)		
	1	Step-Off Pad		
	40	Thermoluminescent Dosimeter (TLD)		
	6	Whirlpack / Envelope (each)		
	2	Telephones - Global Star		
	1	Laptop Computer w/Printer		
Inventoried by:		Reviewed by:		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		



EP-0703 D

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2.5 Form EP-0704, E-Kit Inventory - Offsite Decon (Buckeye Airport) (sample)

FORM EP-0704 c
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name: _____		Location: Offsite Decon (Buckeye Airport)		
VERIFICATION				
As-found Kit Seal Number: _____		New Kit Seal Number: _____		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	50	200-mrem Dosimeter		
	25	Bag (plastic - large)		
	9	Battery (D)		
	1	Battery Tester		
	50	Booties (plastic - pair)		
	2	Bucket		
	1	Bullhorn		
	50	Coveralls (paper)		
	1	Cs ¹³⁷ Check Source		
	4	Decontamination Spray (GOSH)		
	2	Decontamination Spray heads		
	1	Dosimeter Charger		
	1	E-140N / 530 Frisker #1		
	1	E-140N / 530 Frisker #2		
	1	E-140N / 530 Frisker #3		
	1	E-140N / 530 Frisker #4		
	5	Extension Cord (125-foot) with 2 15-foot Thresholds		
	1	First Aid Kit		
	2	Flashlight		
	2	Floodlight (on stand)		
	25	Gloves (plastic - pair)		
	1	Hand Lotion (bottles)		
	2	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	6	Pen		
	6	Radiation Area Sign with Inserts		
	50	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	4	Razor		
	1	Scissors		
	2	Scrub Brush		
	2	Shampoo (personal-size containers)		
	2	Shaving Cream (cans)		
	1	Smears (boxes)		
	6	Soap (bars)		
	6	Stanchion		
	2	Step-Off Pad		
	1	Swab (cotton - packs)		
	2	Towel (rolls)		
	10	Traffic Cone		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		



EP-0704 C

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2.6 Form EP-0706, E-Kit Inventory - Offsite Hospital (Good Samaritan) (sample)

FORM EP-0706 c

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY**NOTE:** FEMA requires a copy of this completed inventory to remain in the Emergency Kit

Print Name:		Location: Offsite Hospital (Good Sam)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory:	QTRLY	POST-EVENT	AUDIT OTHER (explain):	
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	25	200-mrem Dosimeter		
	25	1-REM / 1.5-REM Dosimeter (any combination)		
	1	Air Sample Head		
	2	Bag (plastic - large)		
	2	Battery (9-volt)		
	2	Battery (AA)		
	1	Battery Tester		
	1	Bottle (polyethylene)		
	7	Clothing Pack		
	1	Crescent Wrench (10")		
	1	Cs ¹³⁷ Check Source		
	1	Decontamination Table-top		
	1	Dosimeter Charger		
	1	FAG Survey Meter #1		
	1	FAG Survey Meter #2		
	1	Herculite (pre-cut set)		
	1	Lead Pig		
	2	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	1	Masslin Sweeper		
	6	Particulate Filter		
	3	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	1	Radioactive Ribbon (rolls)		
	25	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	1	RAS Air Sample Pump		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	1	Showerhead / Hose (each)		
	1	Smears		
	2	Step-Off Pad		
	12	Thermoluminescent Dosimeter (TLD - Extremity)		
	25	Thermoluminescent Dosimeter (TLD - Whole Body)		
	1	Tube (bottle)		
	6	Whirlpack / Envelope (each)		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.7 Form EP-0707, E-Kit Inventory - Offsite Hospital (Maryvale) (sample)

FORM EP-0707 c
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

NOTE: FEMA requires a copy of this completed inventory to remain in the Emergency Kit

Print Name:		Location: Offsite Hospital (Maryvale)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: (Circle the applicable reason)		QTRLY POST-EVENT AUDIT OTHER (explain):		
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	25	200-mrem Dosimeter		
	25	1-REM / 1.5-REM Dosimeter (any combination)		
	1	Air Sample Head		
	2	Bag (plastic - large)		
	2	Battery (9-volt)		
	2	Battery (AA)		
	1	Battery Tester		
	1	Bottle (polyethylene)		
	7	Clothing Pack		
	1	Crescent Wrench (10")		
	1	Cs ¹³⁷ Check Source		
	1	Decontamination Table-top		
	1	Dosimeter Charger		
	1	FAG Survey Meter #1		
	1	FAG Survey Meter #2		
	1	Herculite (pre-cut set)		
	1	Lead Pig		
	2	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	1	Masslin Sweeper		
	6	Particulate Filter		
	3	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	1	Radioactive Ribbon (rolls)		
	25	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	1	RAS Air Sample Pump		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	1	Showerhead / Hose (each)		
	1	Smears		
	2	Step-Off Pad		
	12	Thermoluminescent Dosimeter (TLD - Extremity)		
	25	Thermoluminescent Dosimeter (TLD - Whole Body)		
	1	Tube (bottle)		
	6	Whirlpack / Envelope (each)		
Inventoried by: _____ (Performer Signature) (Date)		Reviewed by: _____ (Department Leader-EP Signature) (Date)		



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2.8 Form EP-0708, E-Kit Inventory - OSC (Unit 1) (sample)

FORM EP-0708

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: OSC (Unit 1)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
As-found Manual Cabinet Seal #:		New Manual Cabinet Seal #:		
Reason for Kit Inventory:		QTRLY POST-EVENT AUDIT OTHER (explain):		
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Head		
	2	Battery (9-Volt)		
	10	Battery (D)		
	1	Battery Tester		
	6	Booties (plastic - pair)		
	1	Calculator		
	6	Coveralls (paper)		
	1	Cs ¹³⁷ Check Source		
	1	DC Air Sampler		
	1	Extension Cord		
	1	FAG Survey Meter		
	5	Flashlight		
	6	Gloves (cloth - pair)		
	6	Gloves (plastic - pair)		
	2	Marinelli Beaker		
	1	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	1	Onsite Map		
	6	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	5	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	25	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	4	Respirator / Iodine Canister (each) (size medium)		
	2	Respirator Mask (spare) (1 LG 1 SM)		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	1	RMS Handling Tool (latch / gripper)		
	1	RMS HI-Range Skid Sample Head		
	1	Screwdriver (straight-blade)		
	4	Self-Contained Breathing Apparatus		
	2	Self-Contained Breathing Apparatus (spare masks) (1 LG 1 SM)		
	1	Smears (boxes)		
	2	Step-Off Pad		
	6	Whirlpack / Envelope (each)		
Inventoried by:		Reviewed by:		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.9 Form EP-0709, E-Kit Inventory - OSC (Unit 2) (sample)

FORM EP-0709 D

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: OSC (Unit 2)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
As-found Manual Cabinet Seal #:		New Manual Cabinet Seal #:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Head		
	2	Battery (9-Volt)		
	10	Battery (D)		
	1	Battery Tester		
	6	Booties (plastic - pair)		
	1	Calculator		
	6	Coveralls (paper)		
	1	Cs ¹³⁷ Check Source		
	1	DC Air Sampler		
	1	Extension Cord		
	1	FAG Survey Meter		
	5	Flashlight		
	6	Gloves (cloth - pair)		
	6	Gloves (plastic - pair)		
	2	Marinelli Beaker		
	1	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	1	Onsite Map		
	6	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	5	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	25	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	4	Respirator / Iodine Canister (each) (size medium)		
	2	Respirator Mask (spare) (1 LG 1 SM)		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	1	RMS Handling Tool (latch / gripper)		
	1	RMS HI-Range Skid Sample Head		
	1	Screwdriver (straight-blade)		
	4	Self-Contained Breathing Apparatus		
	2	Self-Contained Breathing Apparatus (spare masks) (1 LG 1 SM)		
	1	Smears (boxes)		
	2	Step-Off Pad		
	6	Whirlpack / Envelope (each)		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature)		(Date)		
		(Department Leader-EP Signature)		
		(Date)		

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2.10 Form EP-0710, E-Kit Inventory - OSC (Unit 3) (sample)

FORM EP-0710 D
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name: _____		Location: OSC (Unit 3)		
VERIFICATION				
As-found Kit Seal Number: _____		New Kit Seal Number: _____		
As-found Manual Cabinet Seal #: _____		New Manual Cabinet Seal #: _____		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain): _____				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Head		
	2	Battery (9-Volt)		
	10	Battery (D)		
	1	Battery Tester		
	6	Booties (plastic - pair)		
	1	Calculator		
	6	Coveralls (paper)		
	1	Cs ¹³⁷ Check Source		
	1	DC Air Sampler		
	1	Extension Cord		
	1	FAG Survey Meter		
	5	Flashlight		
	6	Gloves (cloth - pair)		
	6	Gloves (plastic - pair)		
	2	Marinelli Beaker		
	1	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	1	Onsite Map		
	6	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	5	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	25	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	4	Respirator / Iodine Canister (each) (size medium)		
	2	Respirator Mask (spare) (1 LG 1 SM)		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	1	RMS Handling Tool (latch / gripper)		
	1	RMS HI-Range Skid Sample Head		
	1	Screwdriver (straight-blade)		
	4	Self-Contained Breathing Apparatus		
	2	Self-Contained Breathing Apparatus (spare masks) (1 LG 1 SM)		
	1	Smears (boxes)		
	2	Step-Off Pad		
	6	Whirlpack / Envelope (each)		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.11 Form EP-0711, E-Kit Inventory - RFAT Vehicle #1 (sample)

FORM EP-0711 D
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: RFAT Vehicle #1		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	2	200-mrem Dosimeter		
	2	5-REM Dosimeter		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Fuse		
	1	Air Sample Head		
	3	Bag (plastic - large)		
	4	Battery (9-Volt)		
	2	Battery (AA)		
	4	Battery (D)		
	1	Battery Tester		
	1	Calculator		
	1	Clipboard		
	1	Cs ¹³⁷ Check Source		
	1	Dosimeter Charger		
	6	Drinking Cup		
	1	Drinking Water Container		
	1	FAG Survey Meter		
	1	E-140N / 530 Frisker (either)		
	1	First Aid Kit		
	1	Flashlight		
	3	Gloves (plastic - pair)		
	3	Marinelli Beaker		
	3	Marker / Pen (each)		
	1	Masking Tape (rolls)		
	1	Offsite Map		
	1	Onsite Map		
	6	Particulate Filter		
	1	Potassium Iodide (bottles)		
	1	Radioactive Material Labels (rolls)		
	1	Reassembly Area Key (on key-ring)		
	1	Radioactive Tape (rolls)		
	1	RO-2 Survey Meter		
	1	Smears (boxes)		
	1	Stopwatch		
	6	Whirlpack / Envelope (each)		
	1	110-Volt AC Generator (start and run) check gas and oil		
	1	Flammable Cabinet (seal #'s)	old	new
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.12 Form EP-0712, E-Kit Inventory - RFAT Vehicle #2 (sample)

FORM EP-0712 D
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: RFAT Vehicle #2		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: (Circle applicable reason)		QTRLY POST-EVENT AUDIT OTHER (explain):		
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	2	200-mrem Dosimeter		
	2	5-REM Dosimeter		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Fuse		
	1	Air Sample Head		
	3	Bag (plastic - large)		
	4	Battery (9-Volt)		
	2	Battery (AA)		
	4	Battery (D)		
	1	Battery Tester		
	1	Calculator		
	1	Clipboard		
	1	Cs ¹³⁷ Check Source		
	1	Dosimeter Charger		
	6	Drinking Cup		
	1	Drinking Water Container		
	1	FAG Survey Meter		
	1	E-140N / 530 Frisker (either)		
	1	First Aid Kit		
	1	Flashlight		
	3	Gloves (plastic - pair)		
	3	Marinelli Beaker		
	3	Marker / Pen (each)		
	1	Masking Tape (rolls)		
	1	Offsite Map		
	1	Onsite Map		
	6	Particulate Filter		
	1	Potassium Iodide (bottles)		
	1	Radioactive Material Labels (rolls)		
	1	Reassembly Area Key (on key-ring)		
	1	Radioactive Tape (rolls)		
	1	RO-2 Survey Meter		
	1	Smears (boxes)		
	1	Stopwatch		
	6	Whirlpack / Envelope (each)		
	1	110-Volt AC Generator (start and run) check gas and oil		
	1	Flammable Cabinet (seal #'s)	Old	new
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.13 Form EP-0713, E-Kit Inventory - RFAT Vehicle #3 (sample)

FORM EP-0713
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: RFAT Vehicle #3		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory:		QTRLY	POST-EVENT	AUDIT
(Circle applicable reason)		OTHER (explain):		
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	2	200-mrem Dosimeter		
	2	5-REM Dosimeter		
	1	AC Air Sampler		
	6	AqX Cartridge		
	1	Air Sample Fuse		
	1	Air Sample Head		
	3	Bag (plastic - large)		
	4	Battery (9-Volt)		
	2	Battery (AA)		
	4	Battery (D)		
	1	Battery Tester		
	1	Calculator		
	1	Clipboard		
	1	Cs ¹³⁷ Check Source		
	1	Dosimeter Charger		
	6	Drinking Cup		
	1	Drinking Water Container		
	1	FAG Survey Meter		
	1	E-140N / 530 Frisker (either)		
	1	First Aid Kit		
	1	Flashlight		
	3	Gloves (plastic - pair)		
	3	Marinelli Beaker		
	3	Marker / Pen (each)		
	1	Masking Tape (rolls)		
	1	Offsite Map		
	1	Onsite Map		
	6	Particulate Filter		
	1	Potassium Iodide (bottles)		
	1	Radioactive Material Labels (rolls)		
	1	Reassembly Area Key (on key-ring)		
	1	Radioactive Tape (rolls)		
	1	RO-2 Survey Meter		
	1	Smears (boxes)		
	1	Stopwatch		
	6	Whirlpack / Envelope (each)		
	1	110-Volt AC Generator (start and run) check gas and oil		
	1	Flammable Cabinet (seal #'s)	Old	New
Inventoried by:		Reviewed by:		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.14 Form EP-0714, E-Kit Inventory - Satellite TSC (Unit 1) (sample)

FORM EP-0714 D

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Satellite TSC (Unit 1)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	10-Mile EPZ Map		
	1	AC Air Sampler		
	2	AgX Cartridge		
	1	Air Sample Head		
	2	Battery (9-Volt)		
	1	Battery Tester		
	1	Calculator		
	1	Cs ¹³⁷ Check Source		
	1	FAG Survey Meter		
	2	Marinelli Beaker		
	1	Onsite Map		
	2	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	10	Respirator / Iodine Canister (each) (8 MED 1LG 1SM)		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	8	Self-Contained Breathing Apparatus (8 MED 6 LG 6 SM)		
	34	Self-Contained Breathing Apparatus (bottles - spare)		
	1	Smears (boxes)		
	2	Whirlpack / Envelope (each)		
	2	Telephones -- 900 MHz -- Connected to AC		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.15 Form EP-0715, E-Kit Inventory - Satellite TSC (Unit 2) (sample)

FORM EP-0715
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Satellite TSC (Unit 2)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory:		OTHER (explain):		
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	10-Mile EPZ Map		
	1	AC Air Sampler		
	2	AgX Cartridge		
	1	Air Sample Head		
	2	Battery (9-Volt)		
	1	Battery Tester		
	1	Calculator		
	1	Cs ¹³⁷ Check Source		
	1	FAG Survey Meter		
	2	Marinelli Beaker		
	1	Onsite Map		
	2	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	10	Respirator / Iodine Canister (each) (8 MED 1 LG 1 SM)		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	8	Self-Contained Breathing Apparatus (8 MED 6 LG 6 SM)		
	34	Self-Contained Breathing Apparatus (bottles - spare)		
	1	Smears (boxes)		
	2	Whirlpack / Envelope (each)		
	2	Telephones -- 900 MHz -- Connected to AC		
Inventoried by: _____ (Performer Signature) (Date)			Reviewed by: _____ (Department Leader-EP Signature) (Date)	

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2.16 Form EP-0716, E-Kit Inventory - Satellite TSC (Unit 3) (sample)

FORM EP-0716

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Satellite TSC (Unit 3)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	10-Mile EPZ Map		
	1	AC Air Sampler		
	2	AgX Cartridge		
	1	Air Sample Head		
	2	Battery (9-Volt)		
	1	Battery Tester		
	1	Calculator		
	1	Cs ¹³⁷ Check Source		
	1	FAG Survey Meter		
	2	Marinelli Beaker		
	1	Onsite Map		
	2	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	10	Respirator / Iodine Canister (each) (8 MED 1 LG 1 SM)		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	8	Self-Contained Breathing Apparatus (8 MED 6 LG 6 SM)		
	34	Self-Contained Breathing Apparatus (bottles - spare)		
	1	Smears (boxes)		
	2	Whirlpack / Envelope (each)		
	2	Telephones - 900 MHz - Connected to AC		
Inventoried by: _____ (Performer Signature)		Reviewed by: _____ (Department Leader-EP Signature)		
_____ (Date)		_____ (Date)		



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2.17 Form EP-0717, E-Kit Inventory - Satellite TSC (Simulator-A/B) (sample)

FORM EP-0717 D
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Satellite TSC (Simulator-A/B)		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory:		OTHER (explain):		
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	1	10-Mile EPZ Map		
	1	AC Air Sampler		
	2	AgX Cartridge		
	1	Air Sample Head		
	1	Calculator		
	1	Cs ¹³⁷ Check Source		
	1	FAG Survey Meter		
	2	Marinelli Beaker		
	1	Onsite Map		
	2	Particulate Filter		
	1	PIC-6 Survey Meter		
	1	RM-20 Frisker #1		
	1	RM-20 Frisker #2		
	1	Smears (boxes)		
	2	Whirlpack / Envelope (each)		
	2	Telephones - 900 MHz - Connected to AC		
Inventoried by:		Reviewed by:		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.18 Form EP-0718, E-Kit Inventory - Site Medical Center (sample)

FORM EP-0718 B
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Site Medical Center		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):				
(Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	10	200-mrem Dosimeter		
	1	AC Air Sampler		
	1	Air Sample Head		
	2	Bag (plastic)		
	1	Battery (9-Volt)		
	2	Battery (AA)		
	1	Battery Tester		
	1	Bottle (polyethylene)		
	10	Clothing Pack		
	1	Cs ¹³⁷ Check Source		
	1	Decontamination Table-top		
	1	Dosimeter Charger		
	1	FAG Survey Meter		
	1	Herculite (pre-cut set)		
	2	Masking Tape (rolls)		
	1	Masslin Cloth (packs)		
	6	Particulate Filter		
	3	Radiation Area Sign with Inserts		
	25	Radioactive Rope (feet)		
	1	Radioactive Tape (rolls)		
	1	Smears (boxes)		
	2	Step-Off Pad		
	13	Thermoluminescent Dosimeter (TLD - Extremity)		
	10	Thermoluminescent Dosimeter (TLD - Whole Body)		
	1	Tube (bottle)		
	6	Whirlpack / Envelope (each)		
Inventoried by: _____ (Performer Signature) (Date)			Reviewed by: _____ (Department Leader-EP Signature) (Date)	



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2.19 Form EP-0719, E-Kit Inventory - Soil Sampling (sample)

FORM EP-0719 B
PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Soil Sampling		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain):		(Circle applicable reason)		
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	2	Bag (plastic ZipLock - 9" x 12")		
	2	Bag (plastic ZipLock - 12" x 18")		
	2	Booties (plastic - pair)		
	2	Coveralls (paper)		
	2	Gloves (cotton - pair)		
	2	Gloves (rubber - pair)		
	1	Hammer		
	1	Marker		
	1	Masslin Cloth (packs)		
	1	Pruning Shears		
	6	Radiological Sample Labels		
	1	Sampling Scoop		
	2	Shoecovers (plastic - pair)		
	3	Survey Stake		
	1	Vinyl Tape (rolls)		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.20 Form EP-0720, E-Kit Inventory - TSC (sample)

FORM EP-0720 c

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: TSC		
VERIFICATION				
As-found Kit Seal Number:		New Kit Seal Number:		
As-found Manual Cabinet Seal #		New Manual Cabinet Seal #:		
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain): (Circle applicable reason)				
RECORD				
✓	Quantity	Item	Serial Number	Cal Due-Exp Date
	(per list)	ERO Position Manuals		
	20	1-REM / 1.5-REM Dosimeter (any combination)		
	20	200-mrem Dosimeter		
	1	AC Air Sampler		
	6	AgX Cartridge		
	1	Air Sample Head		
	3	Battery (9-Volt)		
	2	Battery (AA)		
	1	Battery Tester		
	3	Boots (plastic - pair)		
	1	Calculator		
	1	Cellular Telephone		
	6	Coveralls (paper)		
	1	Cs ¹³⁷ Check Source		
	1	Dosimeter Charger		
	1	EC-4 Area Monitor		
	1	EC-4 Check Source		
	1	FAG Survey Meter		
	3	Gloves (cloth - pair)		
	3	Gloves (plastic - pair)		
	2	Marinelli Beaker		
	6	Particulate Filter		
	1	PIC-6 Survey Meter		
	10	Potassium Iodide (bottles)		
	4	Radiation Area Sign with Inserts		
	1	Radioactive Material Labels (rolls)		
	1	Radioactive Tape (rolls)		
	10	Respirator / Iodine Canister (each) (1 LG 8 MED 1 SM)		
	1	RM-20 Frisker		
	1	Screwdriver (straight-blade)		
	1	Smears (boxes)		
	1	Step-Off Pad		
	6	Whirlpack / Envelope (each)		
Inventoried by: _____		Reviewed by: _____		
(Performer Signature) (Date)		(Department Leader-EP Signature) (Date)		

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2.21 Form EP-0721, E-Kit Inventory - Backup EOF (Buckeye) (sample)

FORM EP-0721 B

PVNGS EMERGENCY PLANNING

EMERGENCY KIT INVENTORY

Print Name:		Location: Backup EOF	
VERIFICATION			
As-found Kit Seal Number:		New Kit Seal Number:	
Reason for Kit Inventory: QTRLY POST-EVENT AUDIT OTHER (explain): (Circle applicable reason)			
RECORD			
<input checked="" type="checkbox"/>	Quantity	Item	Serial Number
	(per list)	ERO Position Manuals	
Inventoried by: _____ (Performer Signature) (Date)		Reviewed by: _____ (Department Leader-EP Signature) (Date)	

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2.22 Form EP-0740, NAN Communications Test (sample)

FORM EP-0740 A

PVNGS EMERGENCY PLANNING

NAN COMMUNICATIONS TEST

DATE:	TIME:	UNIT:
-------	-------	-------

<i>Location</i>	<i>NAN Primary Circuit Test SAT / UNSAT</i>	<i>NAN Radio Backup Test SAT / UNSAT</i>	<i>Comments</i>
Unit STSC			
MCSO			
DPS			
ARRA			
ADEM			
MCDEM			

NOTE: Report telecommunications equipment malfunctions to Communications Systems at [83-6000] and contact Emergency Planning on their next scheduled work day

GENERAL COMMENTS

--

NOTE: Forward this completed form to Emergency Planning - Mail Station 6050

Performed by: _____ Date: _____
(Signature)

Print Name: _____

Approved by: _____ Date: _____
(Department Leader - Emergency Planning Signature)

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2.23 Form EP-0741, Monthly FTS-2000 Test (sample)

FORM EP-0741 A

PVNGS EMERGENCY PLANNING

MONTHLY FTS-2000 TEST

Name:		Date:
Unit 1 Control Room		
Unit 2 Control Room		
Unit 3 Control Room		
TSC: ENS		
TSC: HPN		
TSC: LAN		
TSC: MCL		
TSC: PMCL		
TSC: RSCL		
EOF: ENS		
EOF: HPN		
EOF: LAN		
EOF: MCL		
EOF: PMCL		
EOF: RSCL		
NOTE: Report telecommunications equipment malfunctions to Communications Systems at 83-6000		
Performed by: _____		Date: _____
(Signature)		
Print Name: _____		
Approved by: _____		Date: _____
(Department Leader - Emergency Planning System)		

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2.24 Form EP-0742, Quarterly Communications Test (Part 1 of 4) (sample)

FORM EP-0742 E

PVNGS EMERGENCY PLANNING

QUARTERLY COMMUNICATIONS TEST (Part 1 of 4)

Date: _____	Communications Verification for Calendar Quarter: _____	Year: _____
OPERATIONS RINGDOWN #1	SAT / UNSAT	COMMENTS
ADEM		
ARRA		
UNIT 1 STSC		
UNIT 2 STSC		
UNIT 3 STSC		
TSC		
EOF		
OPERATIONS RINGDOWN #2		
ADEM		
SIMULATOR-A STSC		
TSC		
EOF		
OPERATIONS RINGDOWN #3		
ADEM		
UNIT 1 STSC		
UNIT 2 STSC		
UNIT 3 STSC		
TSC		
EOF		
OPERATIONS RINGDOWN #4		
ADEM		
ARRA		
SIMULATOR-A STSC		
TSC		
EOF		
CELLULAR TELEPHONES		
UNIT 1		
UNIT 2		
UNIT 3		
TSC		
EOF		
GENERAL COMMENTS		



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PVNGS EMERGENCY PLANNING

Date: _____ Communications Verification for Calendar Quarter: _____ Year: _____

[illegible]

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2.27 Form EP-0742, Quarterly Communications Test (Part 4 of 4) (sample)

FORM EP-0742 E

PVNGS EMERGENCY PLANNING

QUARTERLY COMMUNICATIONS TEST (Part 4 of 4)

Date: _____ Communications Verification for Calendar Quarter: _____ Year: _____

OFFSITE EMERGENCY FACILITIES - TELEFAX OPERATION VERIFICATION

APS MEDIA RELATIONS		SAT : UNSAT	COMMENTS
OKI OFFICE 44	(Dial 250-2419)		
Verify Copy	(Dial 250-2318)		
OKI OFFICE 44 (CCC-D.V.)	(Dial 371-6793)		
Verify Copy	(Dial 371-6148)		
JOINT EMERGENCY NEWS CENTER			
Circuit #1 or #2	(Dial 251)		
APS Media Relations	(Dial 231-6367)		
AZ DIVISION OF EMERGENCY MGMT			
Circuit #1	(Dial 201)		
Circuit #2	(Dial 211)		
State EOC/JENC	(Dial 231-6231)		
State EOC/County EOC	(Dial 231-6271)		
MARICOPA COUNTY (MCDEM)			
County/State	(Dial 275-1638)		
County/JENC	(Dial 267-1355)		
AZ RADIATION REGULATORY AGENCY			
Circuit #1 or #2	(Dial 221)		

GENERAL COMMENTS

Performed by: _____ Date: _____
 (Signature)

Print Name: _____

Approved by: _____ Date: _____
 (Department Leader - Emergency Planning Signature)

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2.28 Form EP-0743, Quarterly Uninterruptible Power Supply Test (sample)

FORM EP-0743 A

PVNGS EMERGENCY PLANNING

QUARTERLY UNINTERRUPTIBLE POWER SUPPLY TEST

Name: _____

Date: _____

INITIAL CONDITIONS

ALL:	Equipment connected to UPS powered OFF	<input checked="checked" type="checkbox"/>
UPS:	Battery LEDs (green) indicate fully charged	<input type="checkbox"/>
UPS:	Inverter LED (green) ON	<input type="checkbox"/>
UPS:	Alarm LED (red) OFF	<input type="checkbox"/>
UPS:	AC LED (green) ON	<input type="checkbox"/>
UPS:	Overload LED (red) OFF	<input type="checkbox"/>
UPS:	Low Battery LED (red) OFF	<input type="checkbox"/>
UPS:	Load LEDs (green) OFF	<input type="checkbox"/>

- 1) Unplug the power cord to the UPS and observe that the AC LED (green) extinguishes.
- 2) Ensure that no printer is connected to the UPS. Power-up the PC and associated monitor (both connected to the UPS) and observe that the PC boots. Ensure that the Load LEDs on the UPS (green) light (~20% load) and that no Alarm LEDs (red) light. (The green Battery LEDs may indicate a low charge.)
- 3) START Time: _____
- 4) When 1 hour has elapsed, ensure that all equipment remains operable by performing a dose assessment calculation. (Ensure that no red Alarm LEDs are lit on the UPS.)
- 5) STOP Time: _____
- 6) Plug the UPS power cord back into the wall outlet and observe that the AC LED (green) lights.
- 7) Restore all equipment attached to the UPS to the as-found condition.
- 8) Record test results for the appropriate system in the SAT / UNSAT Row below.

SAT / UNSAT

NOTE

Report PC / UPS malfunctions via a Trouble Report to the Corporate Data Center at [81-7300]

GENERAL COMMENTS

Performed by: _____ Date: _____
(Signature)

Print Name: _____

Approved by: _____ Date: _____
(Program Leader - Emergency Planning Signature)

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2.29 Form EP-0744, Quarterly Pager/Autodialer Test (sample)

FORM EP-0744 A
PVNGS EMERGENCY PLANNING

QUARTERLY PAGER / AUTODIALER TEST

Communications Verification for Calendar Quarter: _____ Year: _____

PAGER	RESULTS	COMMENTS
ERO PERSONNEL ATTEMPTED	#	
ERO PERSONNEL CONTACTED	#	
ERO PERSONNEL RESPONDED	#	
ERO PERSONNEL PERCENTAGE (responded + contacted)	%	
MINIMUM STAFFING ACHIEVED	<input type="checkbox"/> SAT <input type="checkbox"/> UNSAT	
EQUIPMENT (Computer / Program)	<input type="checkbox"/> SAT <input type="checkbox"/> UNSAT	
AUTODIALER	RESULTS	COMMENTS
ERO PERSONNEL ATTEMPTED	#	
ERO PERSONNEL CONTACTED	#	
ERO PERSONNEL RESPONDED	#	
ERO PERSONNEL PERCENTAGE (responded + contacted)	%	
MINIMUM STAFFING ACHIEVED	<input type="checkbox"/> SAT <input type="checkbox"/> UNSAT	
EQUIPMENT (Computer / Program)	<input type="checkbox"/> SAT <input type="checkbox"/> UNSAT	

GENERAL COMMENTS

Performed by: _____ Date: _____
(Signature)

Print Name: _____

Approved by: _____ Date: _____
(Program Leader - Emergency Planning Signature)

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2.30 Form EP-0750, Inadvertent Siren Activation Notice (sample)

FORM EP-0750 c

PVNGS EMERGENCY PLANNING

INADVERTENT SIREN ACTIVATION NOTICE

DATE Notification Received:	TIME Notification Received:
GENERAL INFORMATION	
Name of Individual Calling:	
Telephone Number of Individual:	
Siren Location and/or Siren Pole Number:	
Time Siren Was First Heard:	
Is Siren Currently Sounding?: <input type="checkbox"/> YES <input type="checkbox"/> NO	
PVNGS EMERGENCY PLANNING DEPARTMENT CONTACT INFORMATION	
Time Reported to PVNGS Emergency Planning Department:	
Name of Individual Contacted:	
Telephone Number of Individual Contacted:	
APS CUSTOMER SOLUTIONS CENTER INFORMATION	
Customer Service Associate Name: _____ (please print)	
Customer Service Associate Signature: _____ (date)	
COMMENTS	
<p>NOTE: Forward this completed form to PVNGS Emergency Planning, Mail Station 6050</p>	

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2.31 Form EP-0751, Siren Deactivation (sample)

FORM EP-0751 A
PVNGS EMERGENCY PLANNING

SIREN DEACTIVATION

DATE Notified:	TIME Notified:	
DEACTIVATION INFORMATION		
<i>NOTE: This form should be completed by the employee who deactivates the siren</i>		
Siren Pole Number (for siren deactivated):		
Date Siren Deactivated:	Time Siren Deactivated:	
Evidence of Damage or Vandalism?:	YES	NO
If YES, describe:		

EMPLOYEE INFORMATION		
Employee Name:	_____ (please print)	
Employee Department:	_____	_____ (Company Telephone Number)
Employee Signature:	_____	_____ (date)
COMMENTS		

NOTE: Forward this completed form to PVNGS Emergency Planning, Mail Station 6050		

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2.32 Form EP-0752, Offsite Siren Activation Planning (sample)

FORM EP-0752 B

PVNGS EMERGENCY PLANNING

OFFSITE SIREN ACTIVATION PLANNING

Scheduled Test Date:		
TIME	ACTION	COMPLETE
- 2 Months	Contact Federal Emergency Management Agency (FEMA)	
	Update poster and transmit to Graphics	
- 1 Month	Notify Arizona Division of Emergency Management (ADEM)	
	Notify Maricopa County Division of Emergency Management (MCDEM)	
	Notify Arizona Department of Public Safety (DPS)	
	Notify Maricopa County Sheriff's Office (MCSO)	
	Notify PVNGS Strategic Communications	
	Notify APS Media Relations	
	Notify APS Public Affairs	
	Notify APS Telecommunications	
	Notify APS Communications Systems	
	Notify School Principals	
	Schedule the assembly location	
- 3 Weeks	Draft resident mailing letter	
	Transmit mailing letter to Reproduction and mail to EPZ residents per List #103	
- 2 Weeks	Schedule lunches / drinks	
- 1 Week	Prepare packages of maps, forms, and ear plugs	
	Reserve vehicles for Team Leaders	
	Provide guidance to MCSO for calls from the public	
	Provide guidance to PVNGS Strategic Communications for calls from the public	
	Provide guidance to APS Switchboard Operator for calls from the public	
	Draft letter to PVNGS employees	
	Ensure transmission of letters to local Mayors	
	Ensure transmission of letters to School Principals	
	Ensure transmission of letters to PVNGS employees	
	Ensure transmission of letters to EPZ residents	
	Situate posters within 10-mile EPZ	
	Situate onsite notices	
	Test Day	Transmit packages to assembly location
Situate signs to direct visitors to location		
Collect Forms EP-0753, Offsite Siren Activation Verification		
Post-Test	Prepare letter of appreciation	
	Remove posters within 10-mile EPZ	
	Prepare Siren Report for Arizona Division of Emergency Management	

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2.33 Form EP-0753, Offsite Siren Activation Verification (sample)

FORM EP-0753 A
PVNGS EMERGENCY PLANNING

OFFSITE SIREN ACTIVATION VERIFICATION

Name:		Date:		Siren Pole Number:	
Address:		City:		State:	ZIP:

CONDUCTING THE SIREN TEST

Upon arrival at the desired location:

- 1) Walk over to the siren pole and locate the Siren Pole Number.
- 2) Write the Siren Pole Number in the blank toward the top of this form.
- 3) Position yourself 100-200 feet from the siren pole.
- 4) Transmit the following message over the radio to the Communications Van:
 "This is Siren Number _____ posted, over." (Net Control will confirm receipt of your message.)
- 5) Wait for siren to sound. (Complete the information below as required.)
- 6) Immediately following the test, Net Control will ask if there were any malfunctions.
 Report **only** if your siren did not sound or did not function correctly.
- 7) Wait for the second test.
- 8) When the second test is complete, wait for your Team Leader to arrive.
- 9) When your Team Leader has arrived, proceed to the assembly location.

SIREN TEST INFORMATION

Siren Test #	Time Siren Started	Time Siren Stopped	Wavering Tone?	Steady Tone?
1			YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
2			YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

Did the horn rotate? YES ☐ NO ☐ Did the siren turn OFF? YES ☐ NO ☐

A siren should start up gradually to full tone and coast down to the end of the test.

Was there anything unusual about the siren's operation? YES ☐ NO ☐

If YES, describe: _____

VERIFICATION

Observer: _____ (signature) _____ (date)

Leader / Coordinator: _____ (signature) _____ (date)

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2.34 Form EP-0760, 10 CFR 50.54 (Q) Screening (sample)

FORM EP-0760 A

PVNGS EMERGENCY PLANNING

10 CFR 50.54(Q) SCREENING

Procedure / Document Number:	Procedure / Document Revision:
DOCUMENT INFORMATION	
Document Title:	
Description of Proposed Revision:	
<div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>	
ASSESSMENT OF ACCEPTABILITY	
Is the proposed revision a revision to the PVNGS Emergency Plan? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Does the proposed revision require a revision to the PVNGS Emergency Plan? <input type="checkbox"/> YES <input type="checkbox"/> NO	
♦ ♦ If the answer to either question is YES , a 10 CFR 50.54(Q) Evaluation must be performed ♦ ♦	
TRAINING REQUIREMENT REVIEW	
<input type="checkbox"/> A copy of this revision has been conveyed to Training Change System (TCS) personnel	
COMMENTS	
AFFIRMATION	
Performed by: _____ <div style="display: flex; justify-content: space-between; width: 100%;"> (print) (signature) (date) </div>	
Reviewed by: _____ <div style="display: flex; justify-content: space-between; width: 100%;"> (print) ★ (signature) (date) </div>	
★ indicates review of this document only	

PVNGS EMERGENCY PLANNING

10 CFR 50.54(Q) EVALUATION



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2.36 Form EP-0770, Emergency Preparedness Drill Checklist, page 1 of 9(sample)

FORM EP-0770 c

PVNGS EMERGENCY PLANNING

(COPY TYPE)	This form contains the actions necessary to adequately develop and implement an emergency preparedness drill. If possible, the form should be completed in the approximate sequence as listed. In the appropriate fields above the table header, enter the applicable drill number and the date the drill is scheduled to be conducted. The values specified in the TARGET Column will automatically calculate on the date and each is based on the projected date by which the respective action should be accomplished. Each field in the COMPLETE Column should be annotated with the date the specified action is completed. Critical actions in the list are bulleted. Department management should be notified if significant deviations from the expected timeline for critical actions arise.

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:

Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
1	-365			Establish drill number & date of drill (record above)
2	-360			◆ Enter drill date into Site Work Schedule
3	-300			◆ Reserve Simulator-A / facilities for drill date
4	-290			Select the objectives to be demonstrated
5	-270			Draft membership and establish Scenario Task Force (STF), if applicable
6	-269			Draft membership and establish Scenario Review Board (SRB), if applicable
7	-265			Schedule Simulator-A for event sequence validation & scenario development
8	-263			Order binders, inserts, & index tabs for manuals, as required
9	-260			Establish first contact w/ Federal agencies, if appropriate
10	-258			Verify FEMA / FDA Protective Action Guidelines (PAG): 0.5 REM CEDE / 5.0 REM CDE
11	-245			Review recent USNRC / FEMA drill / exercise / audit reports, if required
12	-240			Schedule initial Scenario Task Force (STF) meeting
13	-230			Generate scenario foundation (core events & sequence)
14	-227			Develop scenario timeline of events
15	-225			Obtain EP Department approval of objectives & extent-of-play, if applicable
16	-220			Schedule EP / OPS / OPS Training Management review meeting

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2.37 Form EP-0770, Emergency Preparedness Drill Checklist, page 2 of 9(sample)

FORM EP-0770 c

PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:

Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
17	-210			Ensure EP / OPS / OPS Training Management review of scenario foundation
18	-208			Schedule OPS personnel for scenario development support
19	-200			Schedule initial Scenario Review Board (SRB) meeting
20	-198			Validate event sequence on Simulator-A
21	-190			◆ Obtain Scenario Review Board (SRB) approval of core events & timeline, if appropriate
22	-180			Reserve EIC Small Conference Room for offsite support personnel, if appropriate
23	-170			Develop drill scenario on Simulator-A
24	-160			Develop drill scenario CAEs w/ OPS personnel, if required
25	-132			Reserve EIC Auditorium for drill Participant Briefing
26	-130			◆ Develop extent-of-play criteria w/ State of AZ / Maricopa County, if applicable
27	-125			Develop drill meteorological data summary
28	-122			Submit drill meteorological data request to NWS (NOAA), if applicable
29	-120			Determine need for & extent of scenario mockup support materials
30	-104			Complete drill Simulator scenario development w/ OPS personnel
31	- 99			Generate 90-day FEMA submittal of objectives & extent-of-play criteria, if applicable
32	- 97			◆ Transmit 90-day submittal to State of AZ for FEMA submittal, if applicable
33	- 90			◆ Ensure "dry runs" of scenario & CAEs are validated w/ OPS personnel
34	- 87			Generate Drill Manual Section-1 Introduction
35	- 86			Generate Drill Manual Section-2 Objectives
36	- 84			Schedule EP / OPS / OPS Training Management review meeting
37	- 83			Generate Drill Manual Section-3 PV Guide

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2.38 Form EP-0770, Emergency Preparedness Drill Checklist, page 3 of 9(sample)

FORM EP-0770 c

PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:

Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
38	- 82			Assign message types to Drill Manual Section-4 PV Messages
39	- 81			Generate Drill Manual Section-4 PV Messages
40	- 80			Schedule Scenario Review Board (SRB) meeting
41	- 80			Schedule Scenario Task Force (STF) meeting
42	- 79			Generate Drill Manual Section-5 Offsite Guide
43	- 79			Generate Drill Manual Section-6 Offsite Messages
44	- 79			Generate Drill Manual Section-7 Equipment
45	- 78			Obtain drill meteorological data from NWS (N0AA), if applicable
46	- 78			Generate Drill Manual Section-8 Meteorological
47	- 77			Generate Drill Manual Section-7 Chem / Rad
48	- 77			Develop drill IPZ data, if required
49	- 77			Generate Drill Manual Section-0 Control Data
50	- 76			◆ Ensure scenario & data satisfy USNRC / FEMA requirements / requests, if appropriate
51	- 76			◆ Produce master prototype Drill Manual
52	- 75			Produce master prototype Drill IPZ Manual, if required
53	- 74			Obtain qualified independent review of Drill Manual Section-7 Chem / Rad
54	- 73			Ensure EP / OPS / OPS Training Management review of scenario
55	- 70			◆ Finalize drill materials w/ Scenario Review Board (SRB)
56	- 69			Finalize drill materials w/ Scenario Task Force (STF)
57	- 69			Obtain subsequent SRB approval if changes to scenario occur
58	- 68			Generate 60-day FEMA submittal of Drill / IPZ Manuals & materials, if applicable

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2.39 Form EP-0770, Emergency Preparedness Drill Checklist, page 4 of 9(sample)

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PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:
Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
59	- 67			◆ Transmit 60-day FEMA submittal to State of AZ for FEMA submittal, if applicable
60	- 60			Identify ERO teams: Participant: _____ Evaluator: _____
61	- 60			Contact ERO team members identified for drill participation
62	- 60			Generate drill Control Organization position list
63	- 60			Determine / establish drill Control-Cell requirements
64	- 59			Identify preferred Control Organization staff
65	- 59			Contact preferred Control Organization staff for drill participation
66	- 50			Generate 30-day USNRC drill submittal, if appropriate
67	- 45			◆ Transmit 30-day USNRC drill submittal, if appropriate
68	- 45			◆ Obtain verbal approval of objectives / extent-of-play from FEMA, as applicable
69	- 45			Verify Simulator-A availability for drill
70	- 33			Conduct offsite Initial Controller Training, as required
71	- 33			Schedule final Scenario Review Board (SRB) meeting
72	- 33			Schedule final Scenario Task Force (STF) meeting
73	- 33			Incorporate recent "lessons learned" into drill, if applicable
74	- 30			Notify ADEM of drill, as appropriate
75	- 30			Notify Air-Evac of drill, as appropriate
76	- 30			Notify APS Communications of drill, as appropriate
77	- 30			Notify APS Energy Control Center of drill, as appropriate
78	- 30			Notify APS Media Relations of drill, as appropriate
79	- 30			Notify APS Security of drill, as appropriate

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PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:

Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
80	- 30			Notify APS Telephone Operator of drill, as appropriate
81	- 30			Notify APS Vice President - Nuclear of drill, as appropriate
82	- 30			Notify Area Municipal Mayors of drill, as appropriate
83	- 30			Notify ARRA of drill, as appropriate
84	- 30			Notify AZ DPS of drill, as appropriate
85	- 30			Notify BGE of drill, as appropriate
86	- 30			Notify FEMA of drill, as appropriate
87	- 30			Notify Good Samaritan Medical Center of drill, as appropriate
88	- 30			Notify Maryvale Samaritan Hospital of drill, as appropriate
89	- 30			Notify MCBEM of drill, as appropriate
90	- 30			Notify MCSO of drill, as appropriate
91	- 30			Notify National Weather Service (NOAA) of drill, as appropriate
92	- 30			Notify SRP Power Dispatch Operator of drill, as appropriate
93	- 30			Notify USNRC Operations Center of drill, as appropriate
94	- 30			Notify USNRC Region-IV of drill, as appropriate
95	- 30			Notify USNRC Senior Resident Inspector of drill, as appropriate
96	- 30			Schedule onsite drill Participant Briefing
97	- 30			Notify ERO personnel of Participant Briefing date
98	- 30			Schedule drill Management Briefing / critique, if applicable
99	- 30			Request Simulator Support personnel (hardware, software) for drill
100	- 30			Request OPS personnel for drill

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2.41 Form EP-0770, Emergency Preparedness Drill Checklist, page 6 of 9(sample)

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PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:
Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
101	- 30			Submit catering request for offsite support personnel in EIC Small Conference Room
102	- 29			◆ Finalize drill materials w/ Scenario Review Board (SRB)
103	- 28			Finalize drill materials w/ Scenario Task Force (STF)
104	- 26			Request reproduction of _____ Drill Manuals
105	- 26			Request reproduction of _____ Drill IPZ Manuals, if required
106	- 21			Confirm identified OPS personnel / onshift ERO Team availability
107	- 21			Secure reproduction of Drill Manuals
108	- 20			Secure reproduction of Drill IPZ Manuals as required
109	- 16			Schedule onsite drill Controller Briefing w/ Controllers
110	- 14			◆ Conduct offsite drill Participant Briefing, if appropriate
111	- 13			Conduct offsite drill Controller Briefing (disseminate manuals)
112	- 12			Conduct onsite Initial Controller Training, if required
113	- 11			Verify readiness of applicable scenario mockup materials
114	- 10			Remind ADEM of drill, as appropriate
115	- 10			Remind Air-Evac of drill, as appropriate
116	- 10			Remind APS Communications of drill, as appropriate
117	- 10			Remind APS Energy Control Center of drill, as appropriate
118	- 10			Remind APS Media Relations of drill, as appropriate
119	- 10			Remind APS Security of drill, as appropriate
120	- 10			Remind APS Telephone Operator of drill, as appropriate
121	- 10			Remind APS Vice President - Nuclear of drill, as appropriate

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2.42 Form EP-0770, Emergency Preparedness Drill Checklist, page 7 of 9(sample)

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PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:

Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
122	- 10			Remind Area Municipal Mayors of drill, as appropriate
123	- 10			Remind ARRA of drill, as appropriate
124	- 10			Remind AZ DPS of drill, as appropriate
125	- 10			Remind DOE of drill, as appropriate
126	- 10			Remind FEMA of drill, as appropriate
127	- 10			Remind Good Samaritan Medical Center of drill, as appropriate
128	- 10			Remind Maryvale Samaritan Hospital of drill, as appropriate
129	- 10			Remind MCDEN of drill, as appropriate
130	- 10			Remind MCSO of drill, as appropriate
131	- 10			Remind National Weather Service (NOAA) of drill, as appropriate
132	- 10			Remind SRP Power Dispatch Operator of drill, as appropriate
133	- 10			Remind USNRC Operations Center of drill, as appropriate
134	- 10			Remind USNRC Region-IV of drill, as appropriate
135	- 10			Remind USNRC Senior Resident Inspector of drill, as appropriate
136	- 10			Remind all onsite Participants of drill & Participant Briefing
137	- 10			Disseminate drill site-wide communication
138	- 10			Schedule onsite drill Controller Debrief meeting
139	- 8			Identify / produce drill Participant handouts (rules, briefing, schedule, etc.)
140	- 7			Confirm Simulator Support personnel (hardware, software) availability
141	- 7			Conduct drill Participant Briefing w/ OPS Crew in Unit C.R.
142	- 7			Identify / produce drill Controller handouts (rules, briefing, schedule, etc.)

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2.43 Form EP-0770, Emergency Preparedness Drill Checklist, page 8 of 9(sample)

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PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:

Drill Date:

STEP	DAY	TARGET	COMPLETE	ACTION
143	- 7			Submit Simulator-A drill telecommunications request
144	- 7			◆ Conduct onsite drill Participant Briefing, if required
145	- 6			Submit catering request for drill
146	- 6			Finalize drill Control-Cell requirements
147	- 6			◆ Complete drill Control Organization staff list
148	- 6			Conduct onsite drill Controller Briefing (disseminate manuals)
149	- 5			Review applicable E-Plan Kit inventories / facility readiness, if appropriate
150	- 5			Ensure adequate supplies of colored armbands / lapel badges exist
151	- 5			Obtain additional MTS2000 radios from Security for drill use
152	- 5			Verify Simulator-A Computer Room RMS / MESOREM functionality
153	- 1			Obtain restricted list of drill observers & evaluators
154	- 1			Verify drill Control-Cell telecommunications configuration
155	- 1			Ensure Simulator-A procedures are current, if required
156	- 1			Verify adequate supply of RED armbands exist in Simulator-A
157	0			Verify Simulator-A drill telecommunications configuration
158	0			Perform Simulator-A logistics material checks
159	0			◆ Conduct drill
160	0			◆ Conduct drill facility critiques
161	0			Verify Simulator A telecommunications to Simulator mode
162	+ 1			Continue drill IPZ segment as required
163	+ 1			Evaluate results of drill PI opportunities (management function)

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2.44 Form EP-0770, Emergency Preparedness Drill Checklist, page 9 of 9(sample)

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PVNGS EMERGENCY PLANNING

EMERGENCY PREPAREDNESS DRILL CHECKLIST

Drill Number:
Drill Date:

[illegible]

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2.45 Form EP-0774, Scenario Development Data Confidentiality (sample)

FORM EP-0774 A

PVNGS EMERGENCY PLANNING

SCENARIO DEVELOPMENT DATA CONFIDENTIALITY**SUMMARY**

An emphasis on scenario confidentiality and suspicion of Exercise participant preparation perceived by the United States Nuclear Regulatory Commission (USNRC) makes the control of scenario data essential. If any suspicion of scenario compromise exists, the NRC may invalidate the Exercise scenario and request a full remedial performance.

You are required to maintain full control of Drill / Exercise material and data in accordance with 84DP-ORM32, Handling of Proprietary, Confidential, and Company Confidential Information, when in support of scenario development personnel. Any reproduction, distribution, or communication of material and/or data, or content of same, to unauthorized personnel is strictly prohibited. Elimination of scenario data or related material shall be accomplished only via a full-page paper shredder. Transfer of material shall take place within the confines of packaging clearly marked as "CONFIDENTIAL." Delegation of typing and/or reproduction of related material shall take place under the auspices of scenario development personnel.

The practice of reasonable caution with respect to scenario data will prevent any inference of participant preparation. The potential minimal gains offered by "leaking" data to participants is tremendously offset by the consequences of suspicion of compromise. A remedial Exercise would generate substantial expenses in personnel time, has provisions for operational impacts, and would have the potential of possible civil penalties levied against Arizona Public Service Company by the USNRC. In addition, evaluators may lose confidence in PVNGS and, as a result, exercise increased diligence in their reappraisal of plant and personnel performance.

Confidentiality of any specific scenario data shall no longer be required upon conclusion of the scenario pertaining to the specific data for which it applies. This Confidentiality Agreement shall terminate upon conclusion of all scenarios applicable to data development undertaken for purposes relating to said Drills and/or Exercises and shall not require written individual relinquishment of statement bounds.

As a contributor to or member of the scenario development group, I have read the provisions stated above and understand their importance concerning data confidentiality.

NAME:

(print)

SIGNATURE:

DATE: