



Gary R. Peterson
Vice President

January 10, 2001

Duke Power
Catawba Nuclear Station
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U.S. Nuclear Regulatory Commission
Attention: Document Control Desk
Washington, DC 20555-0001

Subject: Duke Energy Corporation
Catawba Nuclear Station Units 1 and 2
Docket Nos. 50-413 and 50-414
Emergency Plan Implementing Procedures

Please find enclosed for NRC Staff use and review the following
Emergency Plan Implementing Procedure:

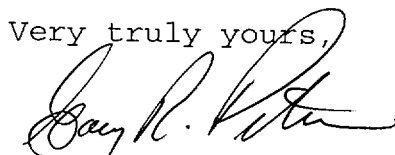
RP/0/B/5000/020, Technical Support Center (TSC) Activation
Procedure (Rev. 014)

This revision is being submitted in accordance with 10CFR
50.54(q) and does not decrease the effectiveness of the
Emergency Plan Implementing Procedures or the Emergency Plan.

By copy of this letter, two copies of the above documents are
being provided to the NRC, Region II.

If there are any questions, please call Tom Beadle at 803-831-
4027.

Very truly yours,



Gary R. Peterson

Attachments

A045

U.S. Nuclear Regulatory Commission
January 10, 2001
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xc (w/attachments):

L. A. Reyes
U.S. Nuclear Regulatory Commission
Regional Administrator, Region II
Atlanta Federal Center
61 Forsyth St., SW, Suite 23T85
Atlanta, GA 30303

(w/o attachments):

C. P. Patel
NRC Senior Project Manager (CNS)
U.S. Nuclear Regulatory Commission
Mail Stop O-8 H12
Washington, DC 20555-0001

D. J. Roberts
Senior Resident Inspector (CNS)
U.S. Nuclear Regulatory Commission
Catawba Nuclear Site

DUKE POWER COMPANY
CATAWBA NUCLEAR STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

VOLUME I

PROCEDURE	TITLE
RP/0/A/5000/001	Classification of Emergency (Rev. 013)
RP/0/A/5000/002	Notification of Unusual Event (Rev. 035)
RP/0/A/5000/003	Alert (Rev. 037)
RP/0/A/5000/004	Site Area Emergency (Rev. 039)
RP/0/A/5000/005	General Emergency (Rev. 039)
RP/0/A/5000/06	Deleted
RP/0/A/5000/006 A	Notifications to States and Counties from the Control Room (Rev. 012)
RP/0/A/5000/006 B	Notifications to States and Counties from the Technical Support Center (Rev. 011)
RP/0/A/5000/006 C	Deleted
RP/0/A/5000/007	Natural Disaster and Earthquake (Rev. 019)
RP/0/A/5000/08	Deleted
RP/0/B/5000/008	Spill Response (Rev. 017)
RP/0/A/5000/009	Collision/Explosion (Rev. 005)
RP/0/A/5000/010	Conducting A Site Assembly or Preparing the Site for an Evacuation (Rev. 013)
RP/0/A/5000/11	Deleted
RP/0/B/5000/12	Deleted
RP/0/B/5000/013	NRC Notification Requirements (Rev. 026)
RP/0/B/5000/14	Deleted
RP/0/A/5000/015	Core Damage Assessment (Rev. 004)
RP/0/B/5000/016	Deleted
RP/0/B/5000/17	Deleted

December 18, 2000

DUKE POWER COMPANY
CATAWBA NUCLEAR STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

VOLUME I

PROCEDURE	TITLE
RP/0/A/5000/018	Emergency Worker Dose Extension (1/15/96)
RP/0/B/5000/019	Deleted
RP/0/A/5000/020	Technical Support Center (TSC) Activation Procedure (Rev. 014)
RP/0/A/5000/021	Deleted
RP/0/B/5000/022	Evacuation Coordinator Procedure (Rev. 003)
RP/0/B/5000/023	Deleted
RP/0/A/5000/024	OSC Activation Procedure (Rev. 007)
RP/0/B/5000/025	Recovery and Reentry Procedure (Rev. 002)
RP/0/B/5000/026	Response to Bomb Threat (Rev. 001)
RP/0/B/5000/028	Communications and Community Relations EnergyQuest Emergency Response Plan (Rev. 001)

DUKE POWER COMPANY
CATAWBA NUCLEAR STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

VOLUME II

PROCEDURE	TITLE
HP/0/B/1000/006	Emergency Equipment Functional Check and Inventory (Rev. 053)
HP/0/B/1009/001	Radiation Protection Recovery Plan (Rev. 007)
HP/0/B/1009/003	Radiation Protection Response Following a Primary to Secondary Leak (Rev. 008)
HP/0/B/1009/004	Environmental Monitoring for Emergency Conditions Within the Ten-Mile Radius of CNS (Rev. 027)
HP/0/B/1009/005	Personnel/Vehicle Monitoring for Emergency Conditions (Rev. 016)
HP/0/B/1009/006	Alternative Method for Determining Dose Rate Within the Reactor Building (Rev. 008)
HP/0/B/1009/007	In-Plant Particulate and Iodine Monitoring Under Accident Conditions (Rev. 018)
HP/0/B/1009/008	Contamination Control During Transportation of Contaminated Injured Individuals (Rev. 014)
HP/0/B/1009/009	Guidelines for Accident and Emergency Response (Rev. 038)
HP/0/B/1009/014	Radiation Protection Actions Following an Uncontrolled Release of Radioactive Material (Rev. 008)
HP/0/B/1009/016	Distribution of Potassium Iodide Tablets in the Event of a Radioiodine Release (Rev. 011)
HP/0/B/1009/017	Deleted
HP/1/B/1009/017	Post-Accident Containment Air Sampling System (Rev. 001)
HP/2/B/1009/017	Post-Accident Containment Air Sampling System (Rev. 000)
HP/0/B/1009/018	Deleted
HP/0/B/1009/019	Emergency Radio System Operation, Maintenance and Communication (Rev. 010)
HP/0/B/1009/024	Implementing Procedure for Estimating Food Chain Doses Under Post-Accident Conditions (Rev. 002)

December 18, 2000

DUKE POWER COMPANY
CATAWBA NUCLEAR STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURES INDEX

VOLUME II

PROCEDURE	TITLE
HP/0/B/1009/025	Deleted
HP/0/B/1009/026	On-Shift Offsite Dose Projections (Rev. 002)
SH/0/B/2005/001	Emergency Response Offsite Dose Projections (Rev. 001)
SH/0/B/2005/002	Protocol for the Field Monitoring Coordinator During Emergency Conditions (Rev. 001)
OP/0/A/6200/021	Operating Procedure for Post Accident Liquid Sampling System II+ (Rev. 032)
SR/0/B/2000/001	Standard Procedure for Public Affairs Response to the Emergency Operations Facility (Rev. 002)
SR/0/B/2000/002	Standard Procedure for EOF Commodities and Facilities (Rev. 001)
SR/0/B/2000/003	Activation of the Emergency Operations Facility (Rev. 006)
SR/0/B/2000/004	Notification to States and Counties from the Emergency Operations Facility (Rev. 001)

Duke Power Company

PROCEDURE PROCESS RECORD

(1) ID No. RP/0/A/5000/020Revision No. 014**PREPARATION**(2) Station Catawba Nuclear Station(3) Procedure Title Technical Support Center (TSC) Activation Procedure(4) Prepared By E. J. BradleyDate 12/13/00

(5) Requires 10CFR50.59 evaluation?

☒ Yes (New procedure or reissue with major changes)☐ No (Revision with minor changes)☐ No (To incorporate previously approved changes)(6) Reviewed By Gary Mitchell (QR)Date 12/15/00Cross-Disciplinary Review By _____ (QR) NA GLMDate 12/15/00Reactivity Mgmt. Review By _____ (QR) NA GLMDate 12/15/00

(7) Additional Reviews

Reviewed By Tom D. SmithDate 12/18/00

Reviewed By _____

Date _____

(8) Temporary Approval (if necessary)

By _____ (SRO/QR)

Date _____

By _____ (QR)

Date _____

(9) APPROVED BY Richard L. SwigartDate 12/18/00**PERFORMANCE** (Compare with control copy at least once every 14 calendar days while work is being performed)

(10) Compared with Control Copy _____

Date _____

Compared with Control Copy _____

Date _____

Compared with Control Copy _____

Date _____

(11) Dates(s) Performed _____

Work Order Number (W/O #) _____

COMPLETION

(12) Procedure Completion Verification

☐ Yes ☐ N/A Check lists and/or blanks properly initialed, signed, dated, or filled in NA, as appropriate?☐ Yes ☐ N/A Listed enclosures attached?☐ Yes ☐ N/A Data sheets attached, completed, dated and signed?☐ Yes ☐ N/A Charts, graphs, etc. attached and properly dated, identified and marked?☐ Yes ☐ N/A Procedure requirements met?

Verified By _____

Date _____

(13) Procedure Completion Approved _____

Date _____

(14) Remarks (attach additional pages, if necessary)

<p>Duke Power Company Catawba Nuclear Station</p> <p>Technical Support Center (TSC) Activation Procedure</p> <p>Reference Use</p>	Procedure No.
	RP/0/A/5000/020
	Revision No.
	014
	Electronic Reference No.
	CN005GNZ

1. Symptoms

Conditions exist where events are in progress or have occurred which indicate a potential degradation of the level of safety of the plant and activation of the Emergency Response Organization (ERO) has been initiated.

2. Immediate Actions

NOTE:

1. The TSC must be "ACTIVATED" within 75 minutes of the emergency classification time.
2. This procedure is not required to be followed in step-by-step sequence. Sections of the procedure are to be implemented as the applicable action becomes necessary.
3. Specific telephone numbers are not provided in this procedure. Telephone numbers are located in the Emergency Response Telephone Directory. A hard copy of the Emergency Response Telephone Directory is located in the TSC. An electronic version of the Emergency Response Telephone Directory is available on the Catawba Nuclear Site Emergency Planning Web Page.

- 2.1 Upon notification to activate the TSC, Emergency Response Organization (ERO) personnel assigned to the TSC shall report to the TSC.
- 2.2 The Emergency Coordinator may initially report to the Control Room to discuss plant status with the Operations Shift Manager.

3. Subsequent Actions

- 3.1 Each represented group is responsible for ensuring their appropriate Checklist is completed (Enclosures 4.1 through 4.16) and for reviewing their Responsibilities.
- 3.2 The following definitions are applicable to the Emergency Notification Form:
 - 3.2.1 IMPROVING - Emergency conditions are improving in the direction of a lower classification or termination of the event.
 - 3.2.2 STABLE - The emergency situation is under control. Emergency core cooling systems, equipment, plant, etc. are operating as designed.
 - 3.2.3 DEGRADING - Given current and projected plant conditions/equipment status, recovery efforts are not expected to prevent entry into a higher emergency classification or the need to upgrade off-site protective action recommendations.
 - 3.2.4 CRITICAL TASK - A task that must be completed as soon as possible and normally becomes the number one priority task. The Assessment and repair Team is dispatched immediately from the OSC. Examples include: SSF Startup, Fire Response, MERT or any task vital to protection of the reactor core.

3.2.5 ESSENTIAL PERSONNEL - Any personnel required to assist in the performance of assigned emergency response tasks. These personnel would not evacuate in the event of Site Evacuation

3.2.6 RELEASE - Any unplanned and quantifiable discharge to the environment of radioactive effluent attributable to a declared emergency event. Base determinations on information such as EMF readings, containment pressure and other instrument indications, field monitoring results, and knowledge of the event and its impact on system operation and resultant release pathways. A release is considered to be in progress if the following occurs:

A. Reactor Building EMF monitors (38, 39 or 40) reading indicates an increase in activity

OR

EMF monitors 53A or 53B read greater than 1.5 R/hr

AND

Pressure inside the containment building is greater than Tech. Specs.

OR

An actual containment breach is determined.

B. Increase in activity monitored by unit vent EMF monitors 35, 36, or 37

C. Steam generator tube leak monitored by EMF 33.

3.3 The following SDS Group Displays have been established for emergency response use. To access these group displays type, GD (space) Group Display Name, in the white box at the upper right portion of the screen.

Group Display Name	Group Display Description
3.3.1 EROCONT	Selected values associated with Containment
3.3.2 EROCORE1	Incore temperature values
3.3.3 EROCORE2	Additional Incore temperature values
3.3.4 EROCORE3	Additional Incore temperature values
3.3.5 EROEMF	Selected EMF instantaneous values
3.3.6 EROEMF15	Selected EMF 15 minute average values
3.3.7 EROENV	Selected Meteorological values
3.3.8 EROINJCT	Selected Letdown/Charging values
3.3.9 EROPLEAK	Selected Primary to Containment Leakage Values
3.3.10 EROPRIM	Selected Primary system values
3.3.11 ERORD5	Selected Raddose V Dose Assessment Points
3.3.12 EROSAMG	Selected SAMG values
3.3.13 EROSECND	Selected Secondary system values
3.3.14 EROSLEAK	Selected Primary to Secondary Leakage Values
3.3.15 ERORXG	Selected values for the Reactor Engineer

3.3.16 ERDS1 ERDS Group 1
3.3.17 ERDS2 ERDS Group 2

- 3.4 Personnel with training deficiencies must be approved by the Emergency Coordinator prior to participating as an ERO member. This approval shall be documented in the TSC Log.
- 3.5 RP/0/B/5000/022, "Evacuation Coordinator Procedure," shall be used as the controlling procedure for the Evacuation Coordinator position.
- 3.6 Contact the TSC Data Coordinator for resolution of any computer hardware/software problems, or the OSC Commodities and Facilities Manager for resolution of other equipment problems.
- 3.7 Emergency Planning shall coordinate participation in a post-event critique with the states and counties to determine and document lessons learned.

4. Enclosures

- 4.1 Emergency Coordinator
- 4.2 TSC Dose Assessor
- 4.3 TSC Off-Site Agency Communicator
- 4.4 NRC Communicator
- 4.5 Operations Superintendent
- 4.6 Operations Engineer
- 4.7 Assistant Operations Engineer
- 4.8 Engineering Manager
- 4.9 Reactor Engineer
- 4.10 System Support Engineer
- 4.11 TSC Emergency Planner
- 4.12 TSC Logkeeper
- 4.13 TSC Data Coordinator
- 4.14 RP Support
- 4.15 Security Manager
- 4.16 Assistant Emergency Coordinator
- 4.17 TSC Operational Checklist
- 4.18 Commitments for RP/0/A/5000/020

Enclosure 4.1
Emergency Coordinator Checklist

RP/0/A/5000/020
Page 1 of 10

Initial

_____ Establish the TSC/OSC as Operational (minimally staffed and functional) by completing the following steps.

- A. Print name and time arrived on TSC sign-in board.
- B. Sign TSC Roster located in the TSC sign-in board area.
- C. Obtain self-reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- D. Verify that Enclosure 4.17, "TSC Operational Checklist", has been completed. The TSC Emergency Planner is normally assigned the responsibility for completing Enclosure 4.17. **IF** the TSC Emergency Planner is not present in the TSC, assign the completion of Enclosure 4.17 to a TSC Off-Site Agency Communicator.
- E. TSC Operational as of _____ hours.

_____ Establish the TSC/OSC as Activated (Emergency Coordinator responsibilities have been assumed from the OSM) by completing the following steps.

- A. Receive turnover from Operations Shift Manager using the "Emergency Coordinator Turnover Form."
- B. Verify with OSC Coordinator that OSC is staffed and operational.

OSC Coordinator: _____
- C. Conduct pre-activation conference with TSC staff, OSC Coordinator (via video conference) and Operations Shift Manager (via phone) to confirm readiness for transfer of Emergency Coordinator responsibilities from Control Room to TSC.
- D. Read the definitions for the following terms contained in Step 3.2 in the body of this procedure:
 - Improving
 - Stable
 - Degrading
 - Release

NOTE: The TSC Emergency Coordinator is responsible for tracking Emergency Classifications and approving Off-Site Agency Emergency Notification Forms after the TSC and OSC are activated. This responsibility remains with the TSC Emergency Coordinator and shall not be delegated until the EOF is activated.

- E. TSC and OSC Activated as of _____ hours.

Enclosure 4.1
Emergency Coordinator Checklist

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Initial

_____ Announce the following information using the Plant Public Address System.

Emergency (Drill) Message :

"Attention all station personnel. This is a(n) emergency (drill) message. This is a(n) emergency (drill) message.

This is (Name of EC) and as of hours the TSC has been activated and I have assumed Emergency Coordinator responsibilities from the Operations Shift Manager.

A(n) (Emergency Classification) has been declared. The following is a summary of plant status...

Please remain at your site assembly location until you receive further instructions. Information will be provided to you as conditions change."

Drill Message for Standing Down from Site Assembly:

"Attention all station personnel. This is the Emergency Coordinator. This is a drill. This is a drill.

You have been assembled as part of an emergency exercise. If this was a real emergency, you would be asked to remain assembled waiting on further information, or given instructions to leave the site in accordance with our site evacuation plan. You may now return to your normal work assignments. I repeat you may now return to your normal work assignments.

Thank you for your participation."

_____ Immediately inform the OSC Coordinator anytime a Critical Task (as defined in Step 3.2) is identified.

_____ Discuss with the TSC Dose Assessor any radiological release or off-site radiological concerns.

- NOTE:**
1. Site Evacuation is required at General Emergency.
 2. Site Evacuation decisions are based on plant conditions at Alert and Site Area Emergency.

_____ Evaluate with Radiation Protection Manager and appropriate TSC personnel the need to relocate personnel on-site due to radiological hazards or conduct site evacuation of non-essential personnel.

_____ Inform the EOF Director anytime personnel are relocated due to radiological hazards or site evacuation is initiated.

Enclosure 4.1
Emergency Coordinator Checklist

RP/0/A/5000/020
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Initial

- _____ **IF** a Site Evacuation is conducted, inform the EOF Director of the approximate number of personnel that will be evacuated
- _____ **IF** RP determines that eating and drinking can be allowed in the TSC and OSC, make the following announcement using the TSC/OSC Public Address system:
- "This is the Emergency Coordinator. Eating and drinking are now allowed in the TSC and OSC."
- _____ **IF** the RP Manager issues a Blanket Dose Extension for the event, make the following announcement using the TSC/OSC Public Address System:
- "Attention in the TSC and OSC. This is a(n) emergency (drill) message. This is a(n) emergency (drill) message. The RP Manager has approved a Blanket Dose Extension for this event. If you have any questions concerning your dose limit, please contact RP in the OSC."
- _____ **IF** at any time there is a complete loss of RN, work with Operations to ensure off-site power is protected.
- _____ Ensure that 10CFR50.54(x) actions are approved prior to performing the action. Reasonable actions that depart from a license condition or technical specification may be performed in an emergency, per 10CFR50.54(x), when this action is immediately needed to protect the health and safety of the public and no action consistent with the license condition or technical specification that can provide adequate or equivalent protection is immediately apparent. Deviation from the intent of an Emergency Procedure constitutes a 10CFR50.54(x) action. Actions taken per 10CFR50.54(x) shall be:
- A. Approved, as a minimum, by a Licensed Senior Reactor Operator prior to taking such action
 - B. Documented in the Reactor Operators Logbook
 - C. Documented in the TSC Logbook
 - D. Reported to the NRC within one hour using RP/0/B/5000/013, "NRC Notification Requirements" {1}

Emergency Coordinator Checklist

Initial

_____ Perform the following as necessary throughout the event:

- A. Assess plant conditions
- B. Establish priorities
- C. Make decisions concerning:
 - Alternate strategies (outside of procedures) as plant conditions change
 - Emergency classifications
 - Mitigation strategies
 - Contingency plans
 - Protective actions for plant personnel and the general public
 - Staffing of the TSC/OSC to ensure that the personnel necessary to effectively assess and mitigate the emergency condition are available
- D. Establish and maintain communications with Federal, State and Local authorities at county warning points or Emergency Operations Centers until the EOF is activated. Immediately notify these off-site agencies of any protective actions recommended by the TSC
- E. Provide periodic updates to the EOF Director concerning plant status
- F. Review and approve any NRC notifications required by RP/0/B/5000/013, "NRC Notification Requirements."
- G. Conduct Update Conferences with the TSC staff approximately every thirty (30) minutes to obtain current plant status. Ensure the OSC Coordinator and EOF Director are aware of when Update Conferences will take place.
- H. Announce the emergency classification, plant status, and priorities via the Public Address System following TSC staff Update Conferences. Information for the Public Address System announcements will be prepared by the Assistant Emergency Coordinator representative or designee.
- I. Approve Emergency Notification Forms as required.
- J. Announce Fitness For Duty expectations to the TSC and OSC after each shift turnover. The fitness for duty announcement is located in Enclosure 4.17.
- K. Authorize emergency worker doses that are expected to exceed the blanket dose extension limits using RP/0/A/5000/018, "Emergency Worker Dose Extension."
- L. Serve as Lead Decision-maker upon entry into Severe Accident Management Guidelines

- | |
|--|
| <p>NOTE:</p> <ul style="list-style-type: none">1. After the EOF is activated, the Emergency Coordinator is not authorized to approve Off-Site Agency Emergency Notification Forms.2. After the EOF is activated, the EOF Director is responsible for tracking Emergency Classifications. |
|--|

_____ Complete or delegate the completion of the "EOF Director Turnover Form."

Enclosure 4.1
Emergency Coordinator Checklist

RP/0/A/5000/020
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Initial

- _____ Conduct turnover to EOF Director using the "EOF Director Turnover Form".
- EOF Director: _____
- EOF Activation Time: _____
- _____ **WHEN** the verbal turnover to the EOF Director is complete, fax the completed "EOF Director Turnover Form" to the EOF.
- _____ Announce the following using the TSC/OSC Public Address System:
- "Attention in the TSC and OSC. This is a(n) emergency (drill) message. This is a(n) emergency (drill) message. This is the Emergency Coordinator and as of _____ hours the EOF has been activated."
- _____ Request TSC NRC Communicator to notify the NRC over ENS that the EOF is activated.
- _____ Print the name of 24 Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ **IF** the Control Room enters SACRG-1 **OR** SACRG-2 make the following announcement:
- "Attention in the TSC and OSC. This is a(n) emergency (drill) message. This is a(n) emergency (drill) message. This is the Emergency Coordinator and as of _____ hours the Control Room has entered SCRG-1(2). I will be the Lead Decisionmaker. Begin evaluating plant conditions using the SAMG Diagnostic Flow Chart and the Severe Challenge Status Tree."
- _____ Verify that the TSC Emergency Planner has completed the 24 Hour Staffing/Essential Personnel Logs. **IF** the TSC Emergency Planner is not present in the TSC, assign this function to the TSC Off-Site Agency Communicator. The logs are located in Enclosure 4.11, "TSC Emergency Planner."
- _____ **IF** video communications with the OSC become inoperable, delegate someone to fill the role of TSC/OSC Communicator.
- _____ **IF** video communications with the EOF become inoperable, establish communications using telephones.
- _____ **IF** the TSC is not habitable or becomes not habitable, relocate to the Control Room or other location appropriate for plant and radiological conditions. The Emergency Coordinator will decide which TSC staff personnel are relocated to the alternate TSC.
- _____ **IF** any of the following has occurred **OR** is occurring, contact Environmental Management:
- A. Diesel Generator has run or is running in a malfunctioning mode for more than one hour.
- B. Steam release to the environment.
- C. Anytime Environmental Management resources are needed.

Enclosure 4.1
Emergency Coordinator Checklist

RP/0/A/5000/020
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Initial

_____ Refer to the "Emergency Classification Downgrade/Termination Criteria," contained in this enclosure, to determine if termination or downgrade of the event is appropriate and if Recovery Operations are required to be established. **IF** Recovery Operations are required, establish a Recovery Organization using RP/0/B/5000/025, "Recovery and Reentry Procedure."

_____ Announce over the TSC/OSC PA System that all completed procedures and copies of logs are to be provided to Emergency Planning upon deactivation of the TSC/OSC.

Enclosure 4.1
Emergency Coordinator Checklist

RP/0/A/5000/020
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Emergency Coordinator Turnover Form

1. Plant Status:

Unit 1: _____

Unit 2: _____

2. Emergency Classification: _____

Time Declared: _____

3. Off-Site Agency Notifications Turnover to TSC Complete? ____ (Y/N)

4. Time Next Notification Due: _____

5. Significant Events:

_____ Radioactive Release

Y/N

_____ Injured Personnel

Y/N

_____ Other (Specify _____)

Y/N

6. Protective Actions in Progress:

_____ Site Assembly (Time Initiated _____)

Y/N

_____ Off-Site Protective Actions Recommended

Y/N (List) _____

_____ Other (Specify _____)

Y/N

7. Response Procedure In Progress: _____

RP _____ RP _____ RP _____

8. Actions in Progress:

Enclosure 4.1
Emergency Coordinator Checklist

RP/0/A/5000/020
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EOF Director Turnover Form

PLANT CONDITIONS

Time _____ Date _____ Plant and Unit Affected _____

Status of Unaffected Unit _____

Reactor Power Level (or operating mode of shutdown): Unit 1: _____ Unit 2: _____

Emergency Classification: _____

List the problems ongoing at this time: _____

Availability of off-site and on-site power supplies (including diesels): YES/NO

D/G A _____ SATA _____ BUSS Line A _____

D/G B _____ SATB _____ BUSS Line B _____

RADIOLOGICAL STATUS

On-site and off-site radiological status is as follows: (i.e., release in progress? Any other radiological hazards?)

Site Assembly conducted: Yes _____ No _____

Site Evacuation: Yes _____ No _____ Time of Evacuation _____

Evacuation Location: _____

Number field monitoring teams assembled _____

Number field monitoring teams deployed _____

Protective Action Recommendations provided to states/counties:

- Evacuate _____
- Shelter _____

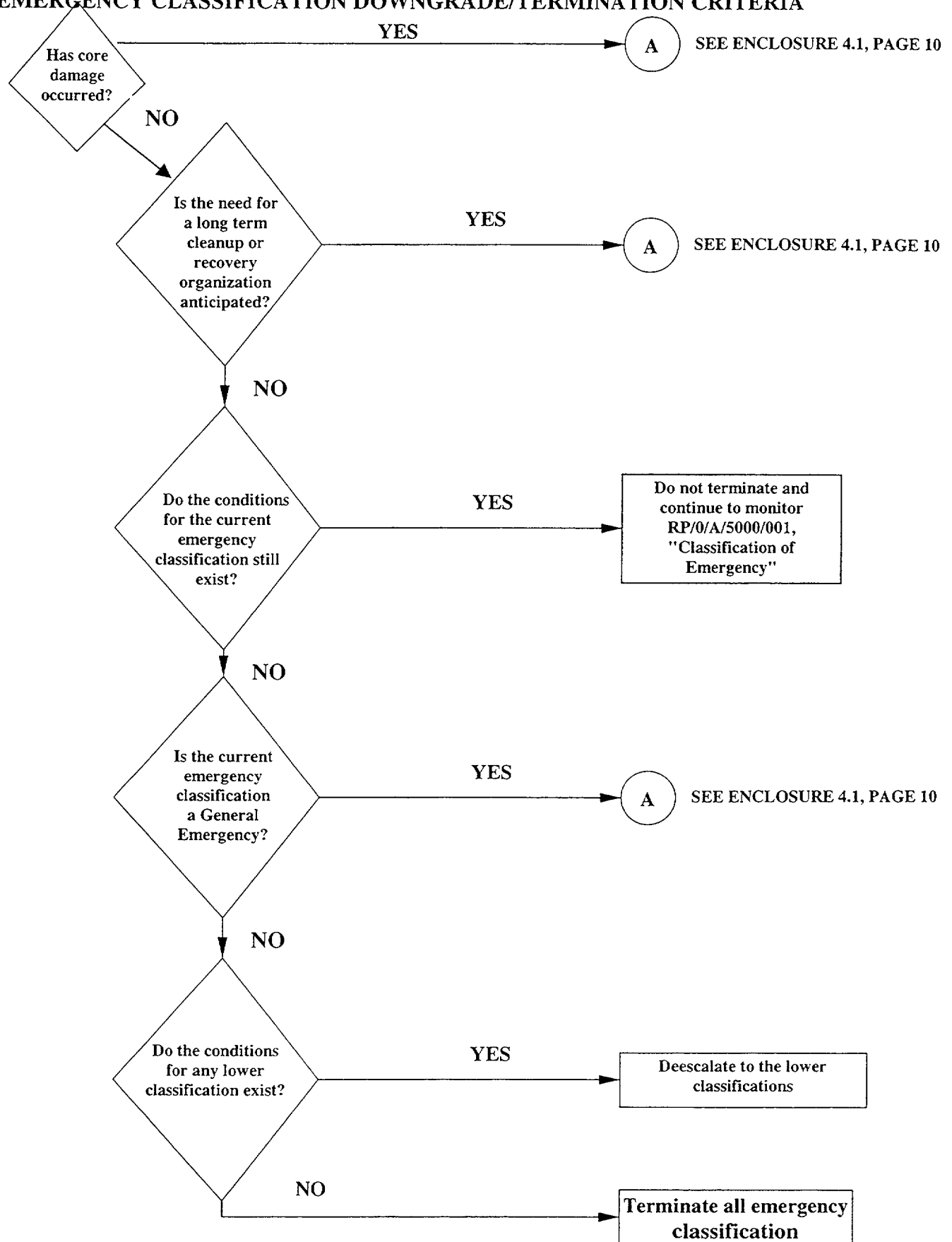
OFFSITE COMMUNICATIONS

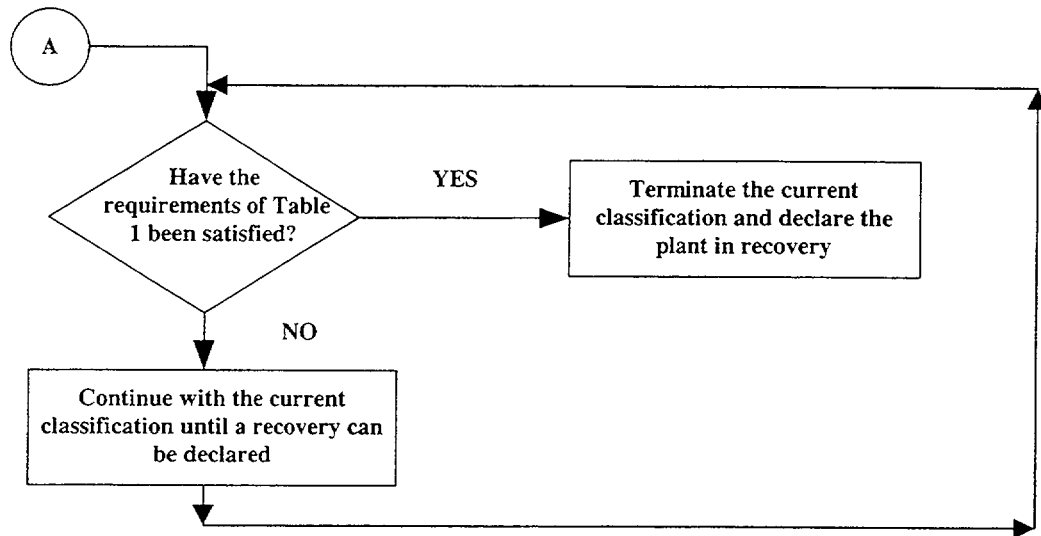
Off-Site Communicators' next Emergency Notification Form Due: _____
(Time)

EOF communications checks completed to off-site agencies and ready for turnover (Yes/No)

EOF Activation Time/Date: _____ / _____

EMERGENCY CLASSIFICATION DOWNGRADE/TERMINATION CRITERIA



EMERGENCY CLASSIFICATION DOWNGRADE/TERMINATION CRITERIA**TABLE 1****Recovery Conditions**

_____ No new evacuation or sheltering protective actions are anticipated.

_____ Containment pressure is less than design pressure

_____ Decay heat rejection to the ultimate heat sink has been establish and either :

Injection and heat removal have redundancy available (2 trains of injection/DHR or a train of DHR and S/G cooling),

OR

No additional fission product release or fission product barrier challenges would be expected for at least 2 hours following interruption of injection.

_____ The risks from recriticality are acceptably low

_____ Radiation Protection is monitoring access to radiologically hazardous areas

_____ Off-site conditions do not limit plant access

_____ The Public Information Coordinator, NRC officials, and State representatives have been consulted to determine the effects of termination on their activities.

_____ The recovery organization is ready to assume control of recovery operations:

- Catawba - RP/0/B/5000/025
- McGuire - RP/0/A/5700/024

Enclosure 4.2
TSC Dose Assessor Checklist

RP/0/A/5000/020
Page 1 of 4

Initial

- NOTE:**
1. Off-site Agency Communicators will be contacting Dose Assessment to provide information for the Electronic Emergency Notification Form.
 2. Procedure steps may be completed out of sequence at the discretion of the person performing this enclosure.

- ☐ Upon arrival in the TSC, perform the following:
- Sign in on the TSC Roster
 - Obtain self-reading dosimeter and dose card (SRWP #33)
 - Sign in on staffing board
 - Obtain and put on position badge
- ☐ Establish a TSC Dose Assessor position log of activities (e.g., evolutions impacting this position, decisions made by this position, communications to/from other groups).
- ☐ Perform the following to start the TSC air monitoring:

EMF 55A	EMF55B
<input type="checkbox"/> A. IF ON, press STOP button.	<input type="checkbox"/> A. IF ON, press STOP button.
<input type="checkbox"/> B. Acknowledge any alarms by pressing the ACKNOWLEDGE button.	<input type="checkbox"/> B. Acknowledge any alarms by pressing the ACKNOWLEDGE button.
<input type="checkbox"/> C. Wait 30 seconds before proceeding to start monitors.	<input type="checkbox"/> C. Wait 30 seconds before proceeding to start monitors.
<input type="checkbox"/> D. Start monitor by pressing start.	<input type="checkbox"/> D. Start monitor by pressing start.
<input type="checkbox"/> E. Acknowledge any alarms.	<input type="checkbox"/> E. Acknowledge any alarms.
<input type="checkbox"/> F. Wait 30 seconds.	<input type="checkbox"/> F. Wait 30 seconds.
<input type="checkbox"/> G. IF the alarm or monitor fails to start, repeat steps A thru F.	<input type="checkbox"/> G. IF the alarm or monitor fails to start, repeat steps A thru F.
<input type="checkbox"/> H. IF the EMF monitor fails to operate properly, request that TSC RP support initiate manual air sampling of the TSC.	<input type="checkbox"/> H. IF the EMF monitor fails to operate properly, request that TSC RP support initiate manual air sampling of the TSC.
<input type="checkbox"/> I. IF necessary, initiate a work request for inspection/repair of EMF monitor.	<input type="checkbox"/> I. IF necessary, initiate a work request for inspection/repair of EMF monitor.

- ☐ Evaluate any protective actions that have been recommended.

Enclosure 4.2
TSC Dose Assessor Checklist

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- ☐ Power up both the Dose Assessment and Electronic Notification Form computers and LOGON to the Network per the following:

User Name: **CNSEP2**
Password: **CNSEP2**
Domain: **POWER**

- ☐ Initiate the following emergency response procedures, as necessary:
- SH/0/B/2005/001, "Emergency Response Offsite Dose Projections"
 - HP/0/B/1009/014, "Radiation Protection Actions Following an Uncontrolled Release of Liquid Radioactive Material"
 - HP/0/B/1009/006, "Alternative Method for Determining Dose Rate within the Reactor Building"
- ☐ Prepare to complete the Dose Assessment portion of the Electronic Notification Form by obtaining a copy of the TSC Dose Assessors Electronic Notification Form Instructions located in the TSC Dose Assessors Notebook.
- ☐ Ensure the NRC Health Physics Network (HPN) is activated.

NOTE: 1. EMF isolation or loss of sample flow can indicate invalid EMF readings.
2. Be aware of the effects of loss of power on critical EMFs.

- ☐ Calculate off-site dose projections approximately every fifteen minutes or at frequency intervals appropriate to plant conditions.
- ☐ IF necessary, contact OSC RP Supervisor to request radiation surveys inside the Protected Area fence.

NOTE: CNS bridge line and wireless phone instructions are located in the TSC Dose Assessor Notebook.

- ☐ Establish communications with EOF Dose Assessment Team via the Dose Assessment bridge line.
- ☐ Perform the following as needed:
- Provide computer off-site dose projection results
 - Coordinate turnover to the EOF
 - Provide support to the EOF team after EOF activation as needed.
 - Be prepared to resume dose assessment activities if EOF functions are transferred back to the TSC.
- ☐ Provide the following staffing information to the Emergency Planner when requested:
- Provide 24-Hour Staffing relief for your position
 - Provide a listing of essential personnel for your position that should not leave the site during a site evacuation.

Enclosure 4.2
TSC Dose Assessor Checklist

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- ☐ Consider the following items that may be applicable in order to provide the latest status to the Emergency Coordinator staff and ERO during TSC Update Conferences:
- | | |
|--|---|
| <ul style="list-style-type: none">• Any potential release or release in progress (especially at the site boundary).• Specific areas where off-site dose rates increasing• Meteorological Data (wind speed and wind direction, measured Δ temperature, stability class, and precipitation)• Dose projections based on changes in meteorological status• Dose projections at site boundary• Off-site dose projections that may be above or below normal operating limits• Any release in progress, including dose rates• Field Team Status/Data | <ul style="list-style-type: none">• Analyzed source term• Source Term Mitigation Strategies• Special evaluation for off-site dose consequences in such cases as a containment loss of integrity or steam generator tube rupture• Projected or changing plant conditions• Increase or decrease of release path EMF readings• Significant changes in radiological conditions• On-site radiological concerns• Radiological EAL criteria per RP/0/A/5000/001 |
|--|---|

NOTE:

1. Radiological dose projection information is not required for Emergency Notification Forms that are sent as initial notification of an emergency classification or initial notification of a change to the emergency classification.
2. Off-site dose assessment results, including projections, are to immediately follow the initial notifications.
3. The primary method of providing dose information to the Off-site Agency Communicators is via the Electronic Notification Form program, however, situations may dictate the use of the hard copy Emergency Notification Forms.

- ☐ Provide Off-site Agency Communicators with dose assessment information and other pertinent radiological information as requested utilizing the Electronic Notification Form program.
- ☐ Recommend off-site and on-site protective actions to the Emergency Coordinator (until TSC/EOF dose assessor turnover occurs and the EOF is activated).

Enclosure 4.2
TSC Dose Assessor Checklist

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- ☐ Perform the following to stop the TSC air monitoring upon securing from TSC activation:

EMF 55A	EMF55B
<input type="checkbox"/> A. <u>IF</u> ON, press STOP button.	<input type="checkbox"/> A. <u>IF</u> ON, press STOP button.
<input type="checkbox"/> B. Acknowledge any alarms by pressing the ACKNOWLEDGE button.	<input type="checkbox"/> B. Acknowledge any alarms by pressing the ACKNOWLEDGE button.
<input type="checkbox"/> C. Verify monitors are OFF by confirming the ON light goes out and that the acknowledge and alarm lights are ON .	<input type="checkbox"/> C. Verify monitors are OFF by confirming the ON light goes out and that the acknowledge and alarm lights are ON .
<input type="checkbox"/> D. Repeat steps A, B and C as necessary.	<input type="checkbox"/> D. Repeat steps A, B and C as necessary.
<input type="checkbox"/> E. <u>IF</u> necessary, initiate a work request for inspection/repair of EMF monitor.	<input type="checkbox"/> E. <u>IF</u> necessary, initiate a work request for inspection/repair of EMF monitor.

- ☐ Restore dose assessor work area and all equipment to a ready state condition after a drill or event is terminated.
- ☐ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

TSC Off-Site Agency Communicator Checklist

Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Establish a TSC Off-Site Agency Communicator position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups
- _____ Obtain a copy of RP/O/A/5000/006B, "Notifications to the State and Counties from the Technical Support Center."
- _____ Execute RP/O/A/5000/006B, "Notifications to the State and Counties from the Technical Support Center."
- _____ Verify all TSC clocks are synchronized with the Control Room satellite clock.
- _____ Ensure off-site agency communicators in the EOF are aware of information effecting off-site agencies even after turnover has occurred (e.g., fire in the motor control center has been put out).
- _____ Print the name of 24 Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.4
NRC Communicator Checklist

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NOTE: The NRC Communicator position is initially filled by shift personnel in the Control Room. This position transfers to the TSC upon TSC activation.

Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self-reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Establish an NRC Communicator position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups

NOTE: RP/0/B/5000/013, "NRC Notification Requirements," provides primary and alternate phone numbers for the NRC Operations Center.

- _____ Establish continuous communications with the NRC Operations Center upon request by the NRC.
- _____ Perform the following activities as necessary throughout the event:
 - A. Inform the NRC of TSC/EOF activation/deactivation.
 - B. Inform the NRC of plant conditions at all times.
 - C. Inform the TSC Regulatory Compliance representative of planned NRC activities.

NOTE: Instructions for use of the OPS bridge line are provided in the Emergency Response Telephone Directory.

- _____ To listen in on the Operations communication loop, dial the OPS bridge line. Be sure the phone/headset is on mute.
- _____ Print the name of 24 Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.5
Operations Superintendent Checklist

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Page 1 of 3

Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Establish an Operations Superintendent position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups

NOTE: Instructions for use of the Ericsson phone and OPS bridge line are provided at phone location and in the Emergency Response Telephone Directory.

- _____ Establish communications with the Control Room, OSC and EOF with the Ericsson phone/headset via the OPS bridge line.
- _____ Perform the following as necessary throughout the event:
 - A. Provide technical expertise regarding solutions to operational problems to the TSC, Control Room, OSC and other members of the ERO as required.
 - B. Advise Emergency Coordinator on the anticipated course of the event.
 - C. Assist in making decisions on emergency classifications, mitigation strategies, and contingency plans.
 - D. Ensure each operating shift is staffed with adequate personnel to support all emergency situations, augmenting with additional resources as necessary.
 - E. Assist the TSC Off-Site Agency Communicators in completion of the Emergency Notification Forms using Step 3.2 for definitions associated with Emergency Notification Form.

Enclosure 4.5
Operations Superintendent Checklist

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Page 2 of 3

Initial

_____ Establish direct communications with OSM for the following conditions:

- A. During all 10CFR50.54x discussions.
- B. Anytime it is required to back-track in procedures.
- C. Anytime the TSC recommends skipping procedure steps.
- D. During all discussion of significant troubleshooting plans.
- E. Anytime confusion, misunderstanding or disagreement exists between the Control Room and the TSC.

NOTE: The "Emergency Coordinator Worksheet" of this enclosure may be used to note status information.

- A. Provide the status of the following items as applicable to the Emergency Coordinator staff during Update Conferences.
 - Current Emergency Classification
 - Basis for Current Emergency Classification/Anticipated Changes to Emergency Classification
 - Current Mode
 - NC Temperature
 - NC Pressure
 - S/G Level
 - Current Plant Condition (Improving/Stable/Degrading)
 - Basis for Current Plant Condition
 - Key Problem Area/Recommended Priorities
- B. Evaluate and prioritize requests for information from the TSC staff, EOF staff, NRC and others.
- C. Evaluate and consult with Control Room personnel on suggested mitigation strategies.

_____ Assist Emergency Coordinator as a Decision-maker upon entry into Severe Accident Management Guidelines.

_____ Print the name of 24 Hour Staffing relief for your position on the TSC sign-in board.

_____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.

_____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.5
Operations Superintendent Checklist

RP/0/A/5000/020
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Emergency Coordinator Update Worksheet

Current Emergency Classification: _____

Basis for Emergency Classification/Anticipated Changes in Emergency Classification: _____

Current Plant Parameters:

NC Temp.: _____ Trend: ☐ Up ☐ Down ☐ Stable
NC Press.: _____ Trend: ☐ Up ☐ Down ☐ Stable

S/G Level: A _____ Trend: ☐ Up ☐ Down ☐ Stable
S/G Level: B _____ Trend: ☐ Up ☐ Down ☐ Stable
S/G Level: C _____ Trend: ☐ Up ☐ Down ☐ Stable
S/G Level: D _____ Trend: ☐ Up ☐ Down ☐ Stable

NC Pumps: A ☐ On ☐ Off
NC Pumps: B ☐ On ☐ Off
NC Pumps: C ☐ On ☐ Off
NC Pumps: D ☐ On ☐ Off

Current Plant Condition:

Improving _____ Stable _____ Degrading _____

Key Problem Areas/Recommended Priorities:

Enclosure 4.6
Operations Engineer Checklist

RP/0/A/5000/020
Page 1 of 1

Initial

- _____ Print name and time arrived on TSC sign-in board
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Establish an Operations Engineer position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups

NOTE: Instructions for use of the Ericsson phone and OPS bridge line are provided at phone location and in the Emergency Response Telephone Directory.

- _____ Establish communications with the Control Room, OSC and EOF with the Ericsson phone/headset via the OPS bridge line.
- _____ Perform the following as necessary throughout the event:
 - A. Follow Response Procedures (RPs) and ensure completion of appropriate steps.
 - B. Maintain contact with Operations personnel in the Control Room, OSC and EOF.
 - C. Provide recommends to the Operations Superintendent for emergency classification and protective action recommendation changes based on plant conditions.
 - D. Consult the EOF for possible solutions if procedural adequacy becomes a concern.
 - E. Provide information to Off-site Agency Communicator and the NRC Communicator as requested regarding changes in plant conditions and protective action recommendations due to plant conditions using Step 3.2 for definitions associated with the Emergency Notification Form.
- _____ Serve as Lead Evaluator upon entry into Severe Accident Management Guidelines
- _____ Print the name of 24 Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ Provide all completed paperwork to Emergency Planning upon TSC deactivation.
- _____ Notify the shift SSA to restore the Operations TSC procedure files upon TSC deactivation.

Enclosure 4.7
Assistant Operations Engineer Checklist

RP/0/A/5000/020
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Initial

_____ Print name and time arrived on TSC sign-in board

_____ Sign TSC Roster located at the TSC sign-in board.

_____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.

_____ Establish an Assistant Operations Engineer position log that captures as a minimum:

- A. Evolutions impacting this position
- B. Decisions made by this position
- C. Communication to/from other work groups

_____ Obtain a copy of RP/0/A/5000/001, "Classification of Emergency," from the procedure cabinet.

_____ Obtain a copy of the current classification procedure and any applicable EOP.

NOTE: Instructions for use of the Ericsson phone and OPS bridge line are provided at phone location and in the Emergency Response Telephone Directory.

_____ Establish communications with the Control Room, OSC and EOF with the Ericsson phone/headset via the OPS bridge line.

_____ Perform the following as necessary throughout the event:

- A. Support Control Room and TSC with EOPs and RPs.
- B. Provide recommends to the Operations Superintendent for emergency classification and protective action recommendation changes based on plant conditions.
- C. Assist the Operation Engineer in following Response Procedures (RPs) and ensure completion of appropriate steps.
- D. Assist the Operations Engineer in providing back-up service to Control Room personnel ensuring the correct procedural flowpath is followed.
- E. Assist the Operations Engineer in preparing Control Room personnel of possible difficult points in the procedures by a look ahead.
- F. Assist Operations Engineer in development of Severe Accident Management Guidelines Strategies.

_____ Print the name of 24 Hour Staffing relief for your position on the TSC sign-in board.

_____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.

_____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.8
Engineering Manager Checklist

RP/0/A/5000/020
Page 1 of 3

Initial

- _____ Print name and time arrived on TSC sign-in board
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.

NOTE: The Engineering Manager's OAC computer screen is normally displayed on the large screen to the left of the TSC Emergency Coordinator.

- _____ Ensure Engineering Manager PC is on and displaying plant status.
- _____ Establish an Engineer Manager position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups

NOTE: Instructions for use of the Ericsson phone and OPS bridge line are provided at phone location and in the Emergency Response Telephone Directory.

- _____ Establish communications with the Control Room, OSC and EOF with the Ericsson phone/headset via the OPS bridge line.
- _____ Confirm that the System Support Engineer has verified the Technical Support Center Ventilation System to be operable (capable of operating in filter mode).
- _____ Confirm that the System Engineer has verified the proper response of TSC computers (information displayed matches plant conditions).
- _____ Obtain the following information from the System Support Engineer
 - A. System Initiating Event
 - B. System Fault
 - C. Equipment Out Of Service
- _____ Establish verbal communications with TSC Dose Assessment personnel.
- _____ Establish communications with OSC Equipment Engineer.
OSC Equipment Engineer Contacted: _____
- _____ Establish communications with the Accident Assessment Manager in the EOF.
EOF Accident Assessment Manager Contacted: _____

Enclosure 4.8
Engineering Manager Checklist

RP/0/A/5000/020
Page 2 of 3

Initial

- _____ Perform the following as necessary throughout the event:
- A. Continually assess plant conditions and inform the TSC Emergency Coordinator of potential for changing conditions.
 - B. Provide the status of the following items to the Emergency Coordinator staff during Update Conferences (Update Conferences are conducted at approximately 30 minute intervals). The following page provides a sheet that may be used to note status information.
 - Known system fault(s)
 - Level of Core Damage
 - Estimated time to core uncover/core damage
 - Shutdown Margin
 - Subcooling Margin
 - ECCS Status (injection flow rates, proper ECCS response) (Primary heat removal capability)
 - Aux Feed Status (feedwater flows, proper CA response) (Secondary heat removal capability)
 - Reactor Vessel Integrity Status
 - Manage overall site engineering effort and ensure adequate levels of engineering resources are available to support the TSC and OSC.
 - Serve as point of contact for TSC Reactor Engineer, TSC Systems Support Engineer and OSC Equipment Engineer.
- _____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Engineering Manager Status Information

1. Known system fault(s)

2. Level of Core Damage

3. Estimated time to core uncover/core damage

4. Shutdown Margin (TIME/MARGIN)

/	/	/	/	/	/
/	/	/	/	/	/
/	/	/	/	/	/

5. Subcooling Margin (TIME/MARGIN)

/	/	/	/	/	/
/	/	/	/	/	/
/	/	/	/	/	/

6. ECCS Status (injection flow rates, proper ECCS response) (Primary heat removal capability)

7. Aux Feed Status (feedwater flows, proper CA response) (Secondary heat removal capability)

8. Reactor Vessel Integrity Status

9. Containment Integrity Status

Enclosure 4.9
Reactor Engineer Checklist

RP/0/A/5000/020
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Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Turn on Reactor Engineer computer, log on LAN under ID with write privilege for NE-LIB and verify software.
- _____ Establish a Reactor Engineer position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups
- _____ **IF** applicable, obtain a copy of and execute RP/0/A/5000/015, "Core Damage Assessment."

NOTE: Instructions for use of the Ericsson phone and OPS bridge line are provided at phone location and in the Emergency Response Telephone Directory.

- _____ To listen in on the Operations communication loop, dial the OPS bridge line. Be sure that the phone/headset is on mute.
- _____ Perform the following as necessary throughout the event:
 - A. Evaluate plant and reactor performance using available data in terms of:
 - Level of core damage.
 - Estimated time to core uncover/core damage
 - Shutdown margin
 - Subcooling margin
 - Trend appropriate parameters to monitor recovery

NOTE: The "TSC Engineering Manager Update Worksheet" of this enclosure may be used to maintain data to be provided to the TSC Engineering Manager.

- B. Provide TSC Engineering Manager and/or TSC Operations Superintendent with information concerning any abnormal core conditions.
- C. Ensure control and accountability of Special Nuclear Materials.
- D. Exchange information with EOF Accident Assessment Group as requested.

_____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.

Enclosure 4.9
Reactor Engineer Checklist

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_____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.

_____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

[illegible]

Enclosure 4.10
System Support Engineer Checklist

RP/0/A/5000/020
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Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Establish a System Support Engineer position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups
- _____ Verify the proper response of TSC computers (information displayed matches plant conditions).
- _____ Verify that the Technical Support Center Ventilation System is operable (capable of operating in filter mode).
- _____ Provide the following information to the TSC Engineering Manager:
 - A. Initiating Event:

 - B. Primary Systems Equipment OOS:

 - C. Primary Systems Faults:

 - D. Secondary Systems Equipment OOS:

 - E. Secondary Systems Faults:

 - F. Electrical Systems Equipment OOS:

 - G. Electrical Systems Faults:

Enclosure 4.10
System Support Engineer Checklist

RP/0/A/5000/020
Page 2 of 3

Initial

_____ Perform the following as necessary throughout the event:

NOTE: The "TSC Engineering Manager Update Worksheet" of this enclosure may be used to maintain data to be provided to the TSC Engineering Manager.

- A. Provide TSC Engineering Manager and/or TSC Operations Superintendent with the following information:
 - Known system fault(s)
 - ECCS Status (injection flow rates, proper ECCS response, Primary heat removal capability)
 - Aux Feed Status (feedwater flows, proper CA response, Secondary heat removal capability)
 - Trend appropriate parameters to monitor recovery.
- B. Advise TSC Engineering Manager on current systems status and accident mitigation strategies.
- C. Exchange information with EOF Accident Assessment Group.

_____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.

_____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.

_____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.10
System Support Engineer Checklist
TSC Engineering Manager Update Worksheet

RP/0/A/5000/020
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TIME: _____

Known system fault(s): _____

ECCS Status (injection flow rates, proper ECCS response, Primary heat removal capability): _____

Aux Feed Status (feedwater flows, proper CA response, Secondary heat removal capability):

Trend appropriate parameters to monitor recovery: _____

Enclosure 4.11
TSC Emergency Planner Checklist

RP/0/A/5000/020
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Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Complete Enclosure 4.17, "TSC Operational Checklist," and provide completed enclosure to Emergency Coordinator for approval.
- _____ Obtain a current copy of the qualified Catawba Nuclear Site Emergency Response Organization.
- _____ Verify that all TSC and OSC positions are staffed by qualified Catawba Nuclear Site Emergency Response Organization personnel.
- _____ Perform the following as necessary throughout the event:
 - A. Directly support the Emergency Coordinator providing:
 - Support for activation and operation of the TSC.
 - Emergency Plan information
 - Interface with NRC
 - Interface with state and county agencies
 - Any other support as requested by the Emergency Coordinator
 - B. Facilitate the operation of the TSC.
 - C. Assist Off-Site Agency Communicators in preparation of emergency notification forms.
 - D. Act as site evacuation point of contact for Emergency Coordinator **AND** serve as interface between Security Manager, Evacuation Coordinator and the Radiation Protection Manager for evacuation purposes.
- _____ Establish communications with the EOF Emergency Planner on the Emergency Planning bridge
- _____ Establish communications with the Evacuation Coordinator and keep Evacuation Coordinator informed of site evacuation status.
- _____ Assist the NRC Resident in setting up listen only communication on the OPS bridge line.
- _____ Compile 24-Hour Staffing/Essential Personnel Logs for all TSC positions.
- _____ Collect Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

TSC Emergency Planner Checklist

TSC 24 HOUR STAFFING LOG

POSITION	PRIMARY		RELIEF	
	NAME (Last, First, MI)	SHIFT SCHEDULE	NAME (Last, First, MI)	SHIFT SCHEDULE
Emergency Coordinator				
Asst. Emergency Coordinator				
TSC Off-Site Agency Communicator				
TSC Off-Site Agency Communicator				
TSC Dose Assessor				
Reactor Engineer				
NRC Communicator				
Operations Superintendent				
Operations Engineer				
Asst. Operations Engineer				
Regulatory Compliance				
TSC Emergency Planner				
Engineering Manager				
Systems Support Engineer				
Radiation Protection Support				
TSC Data Coordinator				
TSC Data Coordinator				
TSC Logkeeper				
CR/TSC Communicator				

(List all Primary/Relief Personnel that are considered essential and will remain or arrive on site to support the emergency)

[illegible]

Enclosure 4.11
TSC Emergency Planner Checklist

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TSC Facility Post Event Checklist

Initial

_____ Obtain printed copy of TSC Log

_____ Retrieve:

_____ Video Tapes

_____ Completed Procedures

_____ Notes

_____ Turn off:

_____ Copier

_____ Computers

_____ PA System (Used for Critique)

_____ OSC Video Conferencing System (Leave EOF Video Conference computer on)

_____ Video Monitors

_____ Telephone Black Boxes

_____ Perform:

_____ Supply Cabinet Inventory (PT/0/B/4600/004) Checklist

_____ Clean Tables Off

_____ Put all Trash In Containers

_____ Erase Status Boards

_____ Procedure Inventory

RP/0/A/5000/001 3 copies

RP/0/A/5000/002 3 copies

RP/0/A/5000/003 3 copies

RP/0/A/5000/004 3 copies

RP/0/A/5000/005 3 copies

RP/0/A/5000/006B 2 copies

RP/0/A/5000/007 2 copies

RP/0/B/5000/008 2 copies

RP/0/A/5000/009 2 copies

RP/0/A/5000/010 2 copies

RP/0/B/5000/013 2 copies

RP/0/A/5000/015 2 copies

RP/0/A/5000/018 2 copies

Enclosure 4.11
TSC Emergency Planner Checklist
TSC Facility Post Event Checklist

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Initial

___ RP/0/A/5000/020 2 copies

NOTE: RP/0/A/5000/020 enclosure copies shall be attached to Procedure Process Record and main body of RP/0/A/5000/020

- ___ Enclosure 4.1 1 copy
- ___ Enclosure 4.2 1 copy
- ___ 2 copies of TSC Dose Assessor Electronic Notification Form Instructions (EP Group Manual 5.6.4, Enclosure 5.1) to be placed in the Dose Assessor's notebook
- ___ Enclosure 4.3 1 copy
- ___ Enclosure 4.4 1 copy
- ___ Enclosure 4.5 1 copy
- ___ Enclosure 4.6 1 copy
- ___ Enclosure 4.7 1 copy
- ___ Enclosure 4.8 1 copy
- ___ Enclosure 4.9 1 copy
- ___ Enclosure 4.10 1 copy
- ___ Enclosure 4.11 1 copy
- ___ Enclosure 4.12 1 copy
- ___ Enclosure 4.13 1 copy
- ___ Enclosure 4.14 1 copy
- ___ Enclosure 4.15 1 copy
- ___ Enclosure 4.16 1 copy
- ___ Enclosure 4.17 1 copy
- ___ Enclosure 4.18 1 copy (This enclosure shall also include a copy of Enclosure 4.1)
- ___ RP/0/B/5000/022 2 copies
- ___ RP/0/B/5000/025 2 copies
- ___ RP/0/B/5000/026 2 copies
- ___ HP/0/B/1009/001 2 copies
- ___ HP/0/B/1009/003 2 copies
- ___ HP/0/B/1009/004 2 copies
- ___ HP/0/B/1009/007 2 copies
- ___ HP/0/B/1009/009 2 copies
- ___ HP/0/B/1009/014 2 copies
- ___ HP/0/B/1009/016 2 copies
- ___ HP/0/B/1009/019 2 copies
- ___ HP/0/B/1009/024 2 copies
- ___ HP/0/B/1009/026 2 copies
- ___ SH/0/B/2005/001 5 copies

TSC Emergency Planner Checklist

Initial

<input type="checkbox"/> SAMG Drill Strategy Sheets	5 copies
<input type="checkbox"/> SAMG Emergency Strategy Sheets	5 copies
<input type="checkbox"/> EG/1/A/CSAM/SACRG1	2 copies
<input type="checkbox"/> EG/1/A/CSAM/SACRG2	2 copies
<input type="checkbox"/> EG/2/A/CSAM/SACRG1	2 copies
<input type="checkbox"/> EG/2/A/CSAM/SACRG2	2 copies
<input type="checkbox"/> EG/0/A/CSAM/DFC	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-1	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-2	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-3	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-4	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-5	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-6	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAG-7	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SCST	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SCG-1	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SCG-2	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SCG-3	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SCG-4	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAEG-1	5 copies
<input type="checkbox"/> EG/0/A/CSAM/SAEG-2	5 copies
<input type="checkbox"/> SAAG File No: 428 - CA-1 through CA-7	5 sets

☐ Copy of Qualified ERO Listing (TSC & OSC only) for procedure cabinet

☐ Replenish:

- ☐ Procedure cabinet
- ☐ Supplies as necessary (Reseal Cabinets)

☐ Call:

- ☐ Cleaning Crew
- ☐ Southern Food (If items need to be picked up)

☐ Turn in to Emergency Planning:

- ☐ Logs
- ☐ Completed Procedures
- ☐ Notes
- ☐ Video Tapes
- ☐ Supply Inventory Checklist

Enclosure 4.11
TSC Emergency Planner Checklist

RP/0/A/5000/020
Page 7 of 8

OSC Facility Post Event Checklist

Initial

_____ Print:

- _____ Copy of OSC Log
- _____ Team Task Sheets

_____ Retrieve:

- _____ Video Tapes
- _____ Completed Procedures
- _____ Notes

_____ Turn off:

- _____ Copier
- _____ Computers
- _____ PA System
- _____ Video Conferencing System
- _____ Video Monitors
- _____ Telephone Black Boxes

_____ Perform:

- _____ Supply Cabinet Inventory If Tamper Seal Is Broken (PT/0/B/4600/04) Checklist
- _____ Clean Tables Off
- _____ Put all Trash In Containers
- _____ Erase Status Boards
- _____ Procedure Inventory
 - _____ RP/0/A/5000/024 1 copy
 - _____ HP/0/B/1000/006 2 copies
 - _____ HP/0/B/1009/001 2 copies
 - _____ HP/0/B/1009/003 2 copies
 - _____ HP/0/B/1009/005 2 copies
 - _____ HP/0/B/1009/006 2 copies
 - _____ HP/0/B/1009/007 2 copies
 - _____ HP/0/B/1009/008 2 copies
 - _____ HP/0/B/1009/009 4 copies
 - _____ HP/0/B/1009/014 2 copies
 - _____ HP/0/B/1009/016 2 copies
 - _____ HP/0/B/1009/017 2 copies

Enclosure 4.11
TSC Emergency Planner Checklist

RP/0/A/5000/020
Page 8 of 8

Initial

_____ Replace: RP/0/A/5000/024 Enclosures - 1 copy each

- _____ . Equipment Engineer
- _____ . Mechanical Maintenance Manager
- _____ . IAE Manager
- _____ . Radiation Protection Manager/Supervisor
- _____ . Chemistry Manager
- _____ . Safety Manager
- _____ . OSC Coordinator
- _____ . Operations Supervisor
- _____ . OSC Log/Status Keeper
- _____ . Procedure Cabinet

_____ Replenish:

- _____ Procedures
- _____ Supplies as necessary (Reseal Cabinets)

_____ Call:

- _____ Cleaning Crew
- _____ Southern Foods if items need to be picked up

_____ Turn in to Emergency Planning

- _____ Logs
- _____ Team Task Sheets
- _____ Completed Procedures
- _____ Notes
- _____ Video Tapes
- _____ Supply Inventory Checklist

Enclosure 4.12
TSC Logkeeper Checklist

RP/0/A/5000/020
Page 1 of 1

Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.

NOTE: The TSC Log is normally displayed on the large screen to the right of the TSC Emergency Coordinator.

- _____ Startup TSC Logkeeper Computer.

NOTE: Instructions for operating the electronic message board are displayed on the back of the electronic message board remote control.

- _____ Verify that current Emergency Classification is displayed on electronic message board.
- _____ Perform the following as necessary throughout the event:

NOTE: Incorrect log entries are corrected by a new entry in the log.

1. Provide logkeeping of the event for the Emergency Coordinator.
2. **IF** Autolog becomes inoperable, maintain log manually.
3. Ensure the electronic event classification status board is maintained with current emergency classification.
4. Coordinate data displays as requested by the Emergency Coordinator.
5. Ensure that emergency declaration time stated in the TSC Log are consistent with the emergency declaration times stated on the applicable Emergency Notification Form.

- _____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ Provide a printed copy of the final TSC Log to Emergency Planning upon deactivation of the TSC.

Enclosure 4.13
TSC Data Coordinator Checklist

RP/0/A/5000/020
Page 1 of 1

Initial

- _____ Ensure TLD has been obtained.
- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Obtain a copy of the Data Coordinator's Reference Manual located in the OAC Area of the TSC.

- NOTE:**
1. Emergency Response Data System (ERDS) transmission to the NRC is required to be initiated within one hour of declaring an actual Alert or higher Emergency Classification.
 2. The Control Room normally initiates ERDS transmission.
 3. ERDS transmission is simulated for drills/exercises.

- _____ **IF** classification is Alert or higher, verify ERDS data transmission to the NRC has been established by the Control Room.
- _____ **IF** ERDS data transmission has not been established, troubleshoot as necessary and initiate ERDS data transmission per Data Coordinator's Reference Manual.
- _____ Perform the following as necessary throughout the event:
 - A. Verify that TSC and OSC electronic equipment is operating properly per the Data Coordinator's Reference Manual.
 - B. Establish contact with EOF Data Coordinator.
 - C. Ensure data is available in the TSC and OSC for use in accident mitigation.
 - D. Manage data gathering and dissemination by:
 - Maintaining IT hardware/software in the TSC and OSC.
 - Ensuring necessary software graphics and displays operate and meet the needs of the TSC and OSC.
 - Providing TSC and OSC hardware/software oversight.
 - Maintain ERDS transmission to the NRC.
- _____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.
- _____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.
- _____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.14
RP Support Checklist

RP/0/A/5000/020
Page 1 of 4

Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located at the TSC sign-in board.
- _____ Obtain self reading dosimeter from the TSC sign-in board area and complete applicable portion of a dose card using SRWP #33.
- _____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.
- _____ Establish an RP Support position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups
- _____ Perform the following actions upon arrival at the TSC:
 - A. Open TSC Emergency Kit
 - B. Place portable instruments into service.
 - C. Provide TSC personnel Self Reading Dosimeters (SRDs) as necessary; (e.g., Pocket Dosimeters).
 - D. Provide Dose Cards to TSC personnel, as necessary.
 - E. Monitor TSC dose rates, as necessary.
 - F. Initiate contamination control requirements, as appropriate
 - G. Inform Emergency Coordinator when eating and drinking is permitted in the TSC and OSC.
- _____ Set up personnel monitoring equipment based on contamination levels and site conditions; (e.g., TSC Portal Monitor, and frisker, as necessary).
 - A. Initiate personnel monitoring contamination control requirements, as necessary.
 - B. Establish a travel path for personnel entering the TSC, as necessary.
 - C. Establish a travel path for personnel exiting the TSC, as necessary.
 - D. Ensure personnel monitoring equipment is used by personnel in the TSC.
- _____ Activate Field Monitoring Team (FMT) organization based on information from dose assessors and potential radiological releases.

<p>NOTE: Notify RP Supervisor and TSC Dose Assessor of any field teams assigned prior to OSC activation.</p>

- A. Contact OSC RP Management (RP Supervisor or RP Duty Shift) for FMT support.
- B. Request FMT support based on number of RP personnel available in OSC.
- C. Request FMT support based on current meteorological conditions.
- D. Request additional FMTs per notification by TSC Dose Assessor or EOF Field Monitor Coordinator, as appropriate.

Enclosure 4.14
RP Support Checklist

RP/0/A/5000/020
Page 2 of 4

Initial

_____ Contact Field Monitor Team members in OSC or Emergency Equipment Storage Room, as appropriate.

- A. Determine personnel assignment to Field Monitor Teams.
- B. Initiate HP/0/B/1009/019, "Emergency Radio System Operation Maintenance, and Communication"

_____ Update FMT personnel on plant radiological status.

- A. Update FMT personnel on any previous or current off-site releases; (e.g., plume of radioactive material, liquid or gaseous activity that has been released).
- B. Update FMT personnel on potential off-site release; (e.g., plume of radioactive material, liquid or gaseous activity that may be released).

_____ Obtain current meteorological information.

- A. Assess initial plume movement based on meteorological information.

_____ Dispatch one or more Field Monitor Teams as follows:

<u>Call Sign</u>	<u>Members</u>	<u>Transportation</u>
Sample Van 1	2	Emergency Van
Sample Van 2	2	Emergency Van
Alpha	2	Land Vehicle
Bravo	2	Land Vehicle (as necessary)
Charlie	2	Land Vehicle (as necessary)
Delta	2	Land Vehicle (as necessary)

_____ Dispatch Field Monitor Teams based on stability class, wind direction, wind speed, and time of release, as follows:

- A. Sample Van 1 to left side of the plume.
- B. Sample Van 2 to right side of the plume.
- C. Alpha Survey Team to the 0.5 mile site radius to traverse the plume at its estimated arc.
- D. Bravo Survey Team in an attempt to intersect the leading edge of the plume.
- E. Charlie and Delta Survey Teams to assist in defining any affected areas.

_____ Request field team to assess potential offsite radiological conditions; (e.g., dose rates from gaseous or liquid release).

_____ Instruct Emergency Sample Vans to obtain environmental samples as necessary per HP/0/B/1009/004, "Environmental Monitoring for Emergency Conditions Within the Ten Mile Radius of Catawba Nuclear Station".

Initial

Enclosure 4.14
RP Support Checklist

RP/0/A/5000/020
Page 3 of 4

- NOTE:**
1. Changes in meteorological conditions may affect assembly points.
 2. On site survey teams, inside the protected area, dispatched from OSC (e.g., Foxtrot Team) should report survey results to OSC RP Supervision.
 3. TSC RP Support or EOF Field Monitor Coordinator are to be notified of on site survey results using telephone or radio, as appropriate.

_____ Direct a Field Monitor Team to survey Assembly Areas outside of the Protected Area Fence, as necessary.

- A. Provide guidance for Field Team surveys based on current radiological conditions; (e.g., Catawba Training Center or Administration Building Assembly Areas may be downwind of a plume).

_____ Notify RPM and TSC Dose Assessor of plume directional movement as determined by field team surveys.

- A. Communicate significant meteorological changes to RPM and TSC Dose Assessor.
_____ Monitor dose rates in TSC.

- A. Initiate discussion with RPM on the need to evacuate TSC if General Area dose rate approaches 5 mrem/hr and dose rate is expected to continue.
B. Initiate discussions with RPM regarding need to provide dose extensions for Field Monitoring team members, when appropriate.

_____ Inform RPM and TSC Dose Assessor of any on-site or near site hazards.

- A. Notify RPM of vehicle accidents.
B. Notify RPM of personnel accidents.
C. Notify RPM of safety incidents reported by the FMTs

_____ Maintain a 10 mile radius map in the TSC.

- A. Confirm approximate plume shape and location using accumulated field team information.
B. Illustrate approximate plume shape and location on the map using accumulated field data.
C. Post current FMT locations.
D. Post latest instrument survey results for each field monitoring location.

_____ Continue field-monitoring strategies for plume assessment.

- A. Review plant radiological status.
B. Review field data and meteorological information approximately every fifteen minutes for any changes, which might affect field monitoring.
C. Advise FMTs on public protective actions.
D. Advise FMTs on conditions that they should be aware of while in a plume area.

Enclosure 4.14
RP Support Checklist

RP/0/A/5000/020
Page 4 of 4

Initial

_____ Advise TSC Dose Assessor of field monitoring results.

A. Initiate discussions with RPM and the TSC Dose Assessor regarding need to issue KI tablets to Field Teams if offsite Radioiodine dose rates approach 10 rem/hr.

_____ Issue re-zeroed pocket dosimeters to TSC personnel when necessary.

A. Issue dose cards to TSC personnel when necessary.

_____ Maintain an organized file of sample results/data generated from FMT activities.

_____ Acquire FMT equipment and RP supplies including protective clothing, as necessary.

_____ Coordinate radiological monitoring of food items supplied to the TSC with Commodities and Facilities and Emergency Planning representatives.

_____ Provide turnover information to Field Monitor Coordinator (FMC) at EOF, as necessary.

NOTE TSC RP Support becomes functionally responsible to OSC RPM upon EOF activation.

_____ Restore RP Emergency Response Kit equipment to a ready state condition after a drill or event is terminated.

_____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.

_____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.15
Security Manager Checklist

RP/0/A/5000/020
Page 1 of 1

Initial

_____ Print name and time arrived on TSC sign-in board.

_____ Sign TSC Roster located at the TSC sign-in board.

_____ Obtain self reading dosimeter and complete applicable portion of a dose card using SRWP #33.

NOTE: Security has the lead role for locating unaccounted personnel identified during a Site Assembly.

_____ Provide OSC Radiation Protection Manager with the names and location of Security personnel not located at a designated site assembly.

_____ Establish a Security Manager position log that captures as a minimum:

- A. Evolutions impacting this position
- B. Decisions made by this position
- C. Communication to/from other work groups

_____ Provide site assembly status information to the Emergency Coordinator.

- A. Number of unaccounted personnel inside the protected area
- B. Evaluate the number of unaccounted personnel to determine if making an announcement by name for these personnel to re-swipe their badge in a site assembly card reader is feasible
- C. Approximate number of personnel assembled inside and outside the protected area

_____ Notify the Emergency Coordinator when site assembly is completed.

_____ Serve as Security point of contact for:

- A. Site Assembly Accountability
- B. Site Evacuation
- C. MERT Support
- D. Security Plan Implementation

_____ Coordinate evacuation with Evacuation Coordinator and Emergency Planner.

- A. Provide Emergency Coordinator with approximate number of site evacuees.
- B. Ensure RP is preparing for appropriate evacuation site.
- C. Inform the Emergency Coordinator when site evacuation has been completed.

_____ Print the name of 24-Hour Staffing relief for your position on the TSC sign-in board.

_____ Provide the TSC Emergency Planner with a listing of essential personnel associated with your position that would not leave the site should a site evacuation be necessary.

_____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Assistant Emergency Coordinator Checklist

Initial

- _____ Print name and time arrived on TSC sign-in board.
- _____ Sign TSC Roster located in the TSC sign-in board area.
- _____ Obtain self reading dosimeter and complete applicable portion of a dose card using SRWP #33.
- _____ Establish an Assistant Emergency Coordinator position log that captures as a minimum:
 - A. Evolutions impacting this position
 - B. Decisions made by this position
 - C. Communication to/from other work groups
- _____ Obtain several copies of "Emergency Coordinator Update Form" for use as the event progresses.
- _____ Review Enclosure 4.1, "Emergency Coordinator Checklist" and "Emergency Coordinator Responsibilities."
- _____ Perform the following as necessary throughout the event:
 - A. Assist the Emergency Coordinator in activation of the Technical Support Center
 - B. Assist the TSC Off-Site Agency Communicator prepare Emergency Notification Forms
 - C. Prepare routine updates for Emergency Coordinator using the "Emergency Coordinator Update Form."
 - D. Fax a copy of each completed "Emergency Coordinator Update Form" to the EOF Director.
 - E. Assist the Emergency Coordinator in turnover to the EOF
 - Complete the "EOF Director Turnover Form" from Enclosure 4.1.
 - Review the completed "EOF Director Turnover Form" with the Emergency Coordinator.
 - Fax the "EOF Director Turnover Form" to the EOF for use by the EOF Director during turnover.
 - F. Act as a receiver of information when the Emergency Coordinator is unavailable and relay the information to the Emergency Coordinator in a timely manner.
 - G. Proactively seek information when the Emergency Coordinator is in a reactive mode.
 - H. Make face-to-face confirmation of information provided when the Emergency Coordinator is unavailable.
 - I. Serve as the Emergency Coordinator when needed.
 - J. Assist in making decisions on emergency classifications, mitigation strategies, contingency plans and protective actions for plant personnel and the general public.
- _____ Print the name of 24 hour staffing relief for your position on the TSC sign-in board.
- _____ Provide all completed paperwork to Emergency Planning upon deactivation of the TSC.

Enclosure 4.16
Assistant Emergency Coordinator Checklist
Emergency Coordinator Update

RP/0/A/5000/020
Page 2 of 2

Message # _____ Time: _____

☐ DRILL (State "This is a drill. This is a drill."
prior to and following the update) ☐ EVENT

"This is the Emergency Coordinator. May I have your attention please."

"The status of the **DRILL/EVENT** as of _____ hours is as follows:

Unit _____ **IS/REMAINS** in an _____ as a result of

NC Temp: °F _____

Containment Pressure: _____ psig

RVLIS level: _____%

NCS Pressure: _____ psig

NCS Subcooling: _____ °F

Additional Information:

This is the Emergency Coordinator. We will update you again as conditions change."

Enclosure 4.17
TSC Operational Checklist

RP/0/A/5000/020
Page 1 of 2

Initial

_____ Verify that personnel qualified to perform the following functions are present in the TSC. These personnel are required to be present within 45 minutes of the Emergency Declaration.

_____ TSC Dose Assessor

_____ Time arrived in TSC

NOTE: NRC Communicator position is filled by shift personnel. This position is initially located in the Control Room and transfers to the TSC upon TSC activation.

_____ Verify that personnel qualified to perform the following functions are present in the TSC. These personnel are required to be present within 75 minutes of the Emergency Declaration.

_____ Emergency Coordinator

_____ Time arrived in TSC

_____ TSC Off-Site Agency Communicator (2)

_____ Time arrived in TSC

_____ Time arrived in TSC

_____ Reactor Engineer (Core/Thermal Hydraulics)

_____ Time arrived in TSC

_____ Announce the following using the TSC/OSC Public Address:

- A. "Anyone who has consumed alcohol within the past five (5) hours, notify either the Emergency Coordinator or the OSC Coordinator."
- B. "All personnel in the TSC and OSC must have on a TLD and a self-reading dosimeter. Assume areas are contaminated until surveyed by RP."
- C. "No eating or drinking until the TSC and OSC are cleared by RP."

_____ Contact Corporate Security at 382-1234 to ensure that they have been notified to unlock the EOF.

Enclosure 4.17
TSC Operational Checklist

RP/0/A/5000/020
Page 2 of 2

Initial

- _____ Verify that the Engineering Manager has confirmed that the TSC Ventilation (pressurization and filter) System is operable.
- _____ **IF** the TSC Ventilation System is inoperable, determine the following and inform the Emergency Coordinator.
- A. Reason for inoperability _____
- _____
- B. Expected time duration for return service _____
- C. Radiological hazard to TSC personnel _____
- _____
- _____ Verify that the TSC Off-Site Agency Communicator is prepared to take over contact with state and local agencies:
- A. Emergency Notification Forms are available.
- B. Selective Signaling phone or outside lines are functional.
- _____ TSC Operational Checklist complete at _____
- (Time)

Enclosure 4.18

Commitments for RP/0/A/5000/020

RP/0/A/5000/020

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{1} PIP 2-C96-0273