

Thursday, February 15, 2001

Document Update Notification

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DOCUMENT NO: OP-1903.011

TITLE: EMERGENCY RESPONSE/
NOTIFICATIONS

REVISION NO: 025-05-0

CHANGE NO: PC-05

SUBJECT: PERMANENT CHANGE (PC)



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ANO-1 Docket 50-313



ANO-2 Docket 50-368

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Date

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ENTERGY OPERATIONS INCORPORATED ARKANSAS NUCLEAR ONE

59 of 70

TITLE: Emergency Response/Notifications

PROC/WORK PLAN NO.
1903.011

CHANGE NO.
025-05-0

WORK PLAN EXP. DATE
n/a

TC EXP. DATE
n/a

SAFETY-RELATED
☒ YES ☐ NO

IPTE
☐ YES ☒ NO

TEMP ALT
☐ YES ☒ NO

SET # 103

When you see these TRAPS

Get these TOOLS

Time Pressure
Distraction/Interruption
Multiple Tasks
Over Confidence
Vague or Interpretive Guidance
First Shift/Last Shift
Peer Pressure
Change/Off Normal
Physical Environment
Mental Stress (Home or Work)

Effective Communication
Questioning Attitude
Placekeeping
Self Check
Peer Check
Knowledge
Procedures
Job Briefing
Coaching
Turnover

VERIFIED BY

DATE

TIME

FORM TITLE:

VERIFICATION COVER SHEET

FORM NO.
1000.006A

CHANGE NO.
048-00-0

ENTERGY OPERATIONS INCORPORATED ARKANSAS NUCLEAR ONE

61 of 70

TITLE: Emergency Response/Notifications	PROC/WORK PLAN NO. 1903.011	CHANGE NO. 025-05-0
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<input checked="" type="checkbox"/> PROCEDURE	<input type="checkbox"/> WORK PLAN, EXP. DATE <u>n/a</u>	PAGE <u>1</u> OF <u>2</u>
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TYPE OF CHANGE:				
<input type="checkbox"/> NEW Procedure or Work Plan	<input type="checkbox"/> REVISION	<input checked="" type="checkbox"/> PC <input type="checkbox"/> EZ	<input type="checkbox"/> TC EXP. DATE: <u>n/a</u>	<input type="checkbox"/> DELETION

AFFECTED SECTION: (Include step # if applicable)	DESCRIPTION OF CHANGE: (For each change made, include sufficient detail to describe reason for the change.)
Complete Procedure	Changed "Shift Superintendent" to "Shift Manager" and "SS" to "SM" per PSC Review FFN-00-034.
Section 3.2, Step 3.2.2	Changed title of procedure 100.104 ^{1000.104 RA 1-17-01} from "Condition Reporting and Corrective Actions" to "Condition Reporting Operability and Immediate Reportability Determinations".
Section 3.2, Step 3.2.4	Deleted Procedure 1043.006, Bomb Threat and replaced it with Procedure 1043.042, Response to Contingency. This was done because procedure 1043.006 was move to 1043.042 by Security.
Section 6.3	Complete rewrite of this section. Broke out courtesy calls and made it section 6.3 "Courtesy Calls" and the remainder was changed to section 6.4 "Non-Emergency Off-Normal Event Notifications". Renumbered the remaining steps.
Forms 1903.011J, K, L, M, N, O, P, Q, S, T	Inserted check boxes before each step.
Form 1903.011J	Deleted Note previous to step 3 and covered some of the contents to step 3 and step 3.1. Renumber the remaining steps. Added (SE, opposite unit SE or Notifications Communicator) to step 4. Added (i.e. to man ENS telephone, contact a Notifications Communicator) to step 4.1. Added step 4.2 "Inform the Control room staff of the Emergency Class declaration."
Form 1903.011M	Deleted Note previous to step 3 and covered some of the contents to step 3 and step 3.1. Renumber the remaining steps. Added (SE, opposite unit SE or Notifications Communicator) to step 4. Added (i.e. to man ENS telephone, contact a Notifications Communicator) to step 4.1. Added step 4.2 "Inform the Control room staff of the Emergency Class declaration."
Form 1903.011P	Deleted Note previous to step 3 and covered some of the contents to step 3.1 and step A. Added (SE, opposite unit SE or Notifications Communicator) to step 3. Added (i.e. to man ENS telephone, contact a Notifications Communicator) to step 3.2. Added step 3.3, "Inform the Control room staff of the Emergency Class declaration." Added "If necessary include in the announcement any plant areas to avoid, or special protective actions to be taken by plant evacuees:: to step 9.

FORM TITLE: DESCRIPTION OF CHANGE	FORM NO. 1000.006C	CHANGE NO. 048-00-0
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ENTERGY OPERATIONS INCORPORATED ARKANSAS NUCLEAR ONE

61 of 70

TITLE: Emergency Response/Notifications		PROC/WORK PLAN NO. 1903.011	CHANGE NO. 025-05-0
<input checked="" type="checkbox"/> PROCEDURE <input type="checkbox"/> WORK PLAN, EXP. DATE <u>n/a</u>		PAGE <u>2</u> OF <u>2</u>	
TYPE OF CHANGE: <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PC <input type="checkbox"/> TC <input type="checkbox"/> DELETION <input type="checkbox"/> NEW Procedure or Work Plan <input type="checkbox"/> EZ EXP. DATE: <u>n/a</u>			
AFFECTED SECTION: (Include step # if applicable)	DESCRIPTION OF CHANGE: (For each change made, include sufficient detail to describe reason for the change.)		
Form 1903.011P	Added "all" deleted "the" and "from both units from step 11. Added step 11.1, "Instruct Non-Licensed Operators in the field to log into the nearest security card reader using "0000" and proceed to the Operations Support Center." Added step 11.2, "Inform the opposite unit Control room personnel to log into the designated security card reader using "0000". Deleted "perform the following" and replaced it with "consider an Exclusion Area Evacuation. Perform the following if an Exclusion Area evacuation is deemed necessary."		
Form 1903.011Q, Step 11	Deleted "perform the following" and replaced it with " consider an Exclusion Area Evacuation. Perform the following if an Exclusion Area evacuation is deemed necessary."		
Form 1903.011S	Deleted Note previous to step 3 and covertred some of the contents to step 3.1 and step A. Added (SE; opposite unit SE or Notifications Communicator) to step 3. Added (i.e. to man ENS telephone, contact a Notifications Communicator) to step 3.2. Added step 3.3, "Inform the Control room staff of the Emergency Class declaration." Added "If necessary include in the announcement any plant areas to avoid, or special protective actions to be taken by plant evacuees:: to step 9. Added "all" deleted "the" and "from both units from step 11. Added step 11.1, "Instruct Non-Licensed Operators in the field to log into the nearest security card reader using "0000" and proceed to the Operations Support Center." Added step 11.2, "Inform the opposite unit Control room personnel to log into the designated security card reader using "0000".		
Form 1903.011U Step 4	Added "if the evacuation has not already been performed."		
Form 1903.011BB Step 3	Changed Step 3 from "If this is a termination message or ERO has already benn activated for an Alert or higher emergency class" to "If the ERO has already been activated for an Alert or higher emergency class or if this is a termination message."		
Attachment 11	Deleted step 1 and renumbered the remaining steps. Step one is no longer needed due to changing up section 6.3 which now instructs the user to complete the courtesy call. Added "to notify designated Entergy Management and NRC Resident Inspector" to step 1.		
Section 6.4 Ste 6.4.2.B	Changed "Condition Reporting" to "Condition Reporting Operability and Immediate Reportability Determinations.		
Form 1903.011L Step 5	Deleted complete step "Inform the TSC Director (or the Shift Superintendent if the TSC Director is not available) of the NUE declarations."		
FORM TITLE:		FORM NO. 1000.006C	CHANGE NO. 048-00-0
DESCRIPTION OF CHANGE			

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 1 of 69 CHANGE: 025-05-0
---------------------------------	--	-----------------------------------

TABLE OF CONTENTS

<u>SECTIONS</u>	<u>PAGE NO.</u>
1.0 Purpose	3
2.0 Scope	3
3.0 References	3
4.0 Definitions	5
5.0 Responsibility And Authority	7
6.0 Instructions	7
6.1 Emergency Classification And Notifications	7
6.2 Protective Action Recommendations (PARs)	8
6.3 Non-Emergency/Off-Normal Events	8
6.4 Emergency Response Data System (ERDS)	9
7.0 Attachments And Forms	10
7.1 Attachment 1 - Notification of Unusual Event	12
7.2 Attachment 2 - Alert	16
7.3 Attachment 3 - Site Area Emergency	20
7.4 Attachment 4 - General Emergency	29
7.5 Attachment 5 - Alternate ERO Notification Scheme	49
7.6 Attachment 6 - Protective Action Recommendations (PAR) for General Emergency	50
7.7 Attachment 7 - Core Fuel Damage Assessment, Unit 1	54
7.8 Attachment 8 - Core Fuel Damage Assessment, Unit 2	58
7.9 Attachment 9 - Computerized Notification System (CNS) Instructions	62
7.10 Attachment 10 - Emergency Class Notification Instructions ..	67
7.11 Attachment 11 - Non-Emergency Notifications of Off-Normal Events	69
7.12 Form 1903.011J - NUE Emergency Direction and Control Checklist, Shift Manager	13
7.13 Form 1903.011K - NUE Emergency Direction and Control Checklist, TSC Director	14
7.14 Form 1903.011L - NUE Emergency Direction and Control Checklist, EOF Director	15
7.15 Form 1903.011M - Alert Emergency Direction and Control Checklist, Shift Manager	17
7.16 Form 1903.011N - Alert Emergency Direction and Control Checklist, TSC Director	18
7.17 Form 1903.011O - Alert Emergency Direction and Control Checklist, EOF Director	19
7.18 Form 1903.011P - SAE Emergency Direction and Control Checklist, Shift Manager	22
7.19 Form 1903.011Q - SAE Emergency Direction and Control Checklist, TSC Director	25

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 2 of 69 CHANGE: 025-05-0
-------------------------------------	--	---------------------------------------

7.20	Form 1903.011R - SAE Emergency Direction and Control Checklist, EOF Director	28
7.21	Form 1903.011S - GE Emergency Direction and Control Checklist, Shift Manager	31
7.22	Form 1903.011T - GE Emergency Direction and Control Checklist, TSC Director	34
7.23	Form 1903.011U - GE Emergency Direction and Control Checklist, EOF Director	37
7.24	Form 1903.011Y - Emergency Class Initial Notification Message	38
7.25	Form 1903.011Z - Emergency Class Follow-up Notification Message	39
7.26	Form 1903.011AA - Courtesy Call Notification Message	40
7.27	Form 1903.011BB - Initial Notification Checklist	41
7.28	Form 1903.011CC - Follow-up Notification Checklist	45
7.29	Form 1903.011DD - Courtesy Call Notification Checklist	48

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 3 of 69 CHANGE: 025-05-0
-------------------------------------	--	---------------------------------------

1.0 PURPOSE

This procedure establishes required emergency response actions for each of the four Emergency Classes. The required actions described in this procedure are for purposes of notification to offsite authorities and activation/response of appropriate portions of ANO's Emergency Response Organization.

2.0 SCOPE

This procedure is applicable to Units 1 and 2 in all modes: It does not include specific plant casualty procedures or systems operations requirements, but rather provides administrative processes only.

This procedure describes actions for events which meet the criteria for Emergency Classes and Courtesy Calls.

3.0 REFERENCES

3.1 REFERENCES USED IN PROCEDURE PREPARATION:

- 3.1.1 ANO Emergency Plan
- 3.1.2 ANO EAL Bases Document
- 3.1.3 NUREG-0654/FEMA-REP-1, Rev. 1
- 3.1.4 10 CFR 50
- 3.1.5 IE Information Notice No. 83-28: Criteria for Protective Action Recommendations for General Emergencies
- 3.1.6 U.S. NRC, Response Technical Manual (RTM-93) Volume 1 Revision 3.
- 3.1.7 Memorandum ANO-98-00352, Subject: ADH Courtesy Call Agreement.

3.2 REFERENCES USED IN CONJUNCTION WITH THIS PROCEDURE:

- 3.2.1 Station Directive A6.202, "Public Communications"
- 3.2.2 1000.104, "Condition Reporting Operability and Immediate Reportability Determinations"
- 3.2.3 1015.007, "Fire Brigade Organization and Responsibilities"
- 3.2.4 1043.042, "Response to Contingency"
- 3.2.5 1903.010, "Emergency Action Level Classifications"
- 3.2.6 1903.030, "Evacuation"
- 3.2.7 1903.042, "Duties of the Emergency Medical Team"
- 3.2.8 1903.043, "Duties of the Emergency Radiation Team"
- 3.2.9 1903.064, "Emergency Response Facility - Control Room"

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 4 of 69 CHANGE: 025-05-0
---------------------------------	--	-----------------------------------

- 3.2.10 1903.065, "Emergency Response Facility - Technical Support Center (TSC) "
- 3.2.11 1903.066, "Emergency Response Facility - Operational Support Center (OSC) "
- 3.2.12 1903.067, "Emergency Response Facility - Emergency Operations Facility"
- 3.2.13 ANO Security Plan/Security Procedures
- 3.2.14 1604.015, "Analysis of Unit Vents"
- 3.2.15 1604.017, "Analysis of Liquid Waste"
- 3.3 RELATED ANO PROCEDURES:
None
- 3.4 REGULATORY CORRESPONDENCE CONTAINING NRC COMMITMENTS WHICH ARE IMPLEMENTED IN THIS PROCEDURE INCLUDE: **[BOLD]** DENOTES COMMITMENTS
 - 3.4.1 0CAN039701 (P-15339) 1903.011BB steps 6 and 7, 1903.011CC steps 7 and 8.
 - 3.4.2 0CAN068104 (P-10936) 1903.011BB and 1903.011CC
 - 3.4.3 TELCONDWB91006 (P-1735) section 6.4, 1903.011BB step 6
 - 3.4.4 0CAN089209 (P-3335) 1903.011 Attachment 9
 - 3.4.5 0CAN068503 (P-4584) 1903.011BB note page 4, 1903.011CC note page 3
 - 3.4.6 1CAN047910 (P-7596) section 6.3.2
 - 3.4.7 2CAN047912 (P-7706) 1903.011BB step 6, 1903.011CC step 7
 - 3.4.8 0CAN058411 (P-9461) 1903.011Y step 3
 - 3.4.9 0CAN118307 (P-9875) section 6.2
 - 3.4.10 0CAN068320 (P-10766) section 6.2
 - 3.4.11 0CAN128012 (P-10455) 1903.011 Attachment 9
 - 3.4.12 0CNA108215 (P-10847) 1903.011 Attachment 9
 - 3.4.13 0CAN068320 (P-10758) 1903.011Z
 - 3.4.14 0CAN059701 (P-15456) 1903.011(J,M,P,S) step 5 and 1903.011Y step 3
 - 3.4.15 0CAN098206 (P-9466) 1903.011BB step 4, 1903.011CC steps 4 and 5
 - 3.4.16 1CAN088308 (P-9589) 1903.011 Attachment 1
 - 3.4.17 0CAN108213 (P-10823) 1903.011BB step 4, 1903.011CC steps 4 and 5

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 5 of 69 CHANGE: 025-05-0
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4.0 DEFINITIONS

- 4.1 Alert - Events are in progress or have occurred which involve an actual or potential substantial degradation of the level of safety of the plant. Any releases are expected to be limited to small fractions of the EPA Protective Action Guideline exposure levels.
- 4.2 Courtesy Call - A notification to the Arkansas Department of Health and follow-up notification to the NRC for conditions/events other than those constituting an Emergency Class as listed in procedure 1903.011, "Emergency Response/Notifications", Section 6.3.
- 4.3 Emergency Action Level - A plant or onsite condition which has exceeded pre-determined limits which would categorize the situation into one of the following four Emergency Classes:
- Notification of Unusual Event
Alert
Site Area Emergency
General Emergency
- 4.4 Emergency Direction and Control - Overall direction of facility response which must include the non-delegable responsibilities for the decision to notify and to recommend protective actions to Arkansas Department of Health personnel and other authorities responsible for offsite emergency measures. With activation of the EOF, the EOF Director typically assumes the responsibility for Emergency Direction and Control. The management of on-site facility activities to mitigate accident consequences remains with the TSC Director in the Technical Support Center. The Shift Manager retains responsibility for the Control Room and plant systems operation.
- 4.5 Emergency Operations Facility (EOF) - A near-site emergency response facility located approximately 0.65 miles northeast of the reactor buildings (the ANO Training Center).
- 4.6 Emergency Planning Zone (EPZ) - The EPZ considered by this procedure is the inhalation zone, that area within approximately a 10-mile radius of ANO.
- 4.7 Emergency Response Data System (ERDS) - A channel over which the raw reactor parametric data, i.e., SPDS information, is transmitted from the site to the NRC Operations Center (NRCOC). This system is activated from the RDACS terminal located in either Control Room or in the Technical Support Center and should be activated within one hour of an ALERT or higher emergency class declaration.
- 4.8 Emergency Response Organization (ERO) - The organization which is composed of the Initial Response Staff (IRS), the EOF staff, the TSC staff, the OSC staff, and the Emergency Team members. It has the capability to provide manpower and other resources necessary for immediate and long-term response to an emergency situation.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 6 of 69 CHANGE: 025-05-0
---------------------------------	---	-----------------------------------

- 4.9 Evacuation Routes - Routes used by ANO personnel that may be used to exit the plant site in the event of a plant or exclusion area evacuation, defined as follows:
- 4.9.1 Evacuation Route 1 - From the main guard station, proceed East along the intake canal to May Road, then North to State Road 333.
- 4.9.2 Evacuation Route 2 - From the main guard station, proceed West, then North past the cooling tower and then sally port, using the North access road to State Road 333.
- 4.9.3 Evacuation Route 3 - From the main guard station, proceed West, then continue West along the West access road to Flatwood Road, and continue on Flatwood Road North to State Road 333.
- 4.10 General Emergency - Events are in progress or have occurred which involve actual or imminent substantial core degradation or melting with the potential for loss of containment integrity. Releases can be reasonably expected to exceed EPA Protective Action Guideline exposure levels off site for more than the immediate site area.
- 4.11 Initial Response Staff (IRS) - The emergency organization primarily composed of plant personnel which must be able to augment the onsite plant personnel in accordance with Table B-1 of the Emergency Plan.
- 4.12 Offsite - Those areas outside the Exclusion Area boundary.
- 4.13 Onsite - The area within the Exclusion Area Boundary.
- 4.14 Operational Support Center - Emergency response center within the ANO maintenance facility where support is coordinated for the following functions: Onsite Radiological Monitoring, Maintenance, Nuclear Chemistry, Emergency Medical Support and Fire Fighting Support. The OSC serves as the assembly point and briefing area for recovery/reentry teams and is located in the maintenance facility.
- 4.15 Notification of Unusual Event - Unusual events are in progress or have occurred which indicate a potential degradation of the level of safety of the plant. No releases of radioactive material requiring offsite response or monitoring are expected unless further degradation of safety systems occurs.
- 4.16 REAM (Radiological/Environmental Assessment Manager) - Responsible for managing radiological dose assessment and field monitoring activities. Provides offsite Protective Action Recommendations (PAR) to the EOF Director. Coordinates the ANO offsite radiological monitoring effort with the Arkansas Department of Health (ADH) and the NRC. The EOF HP Supervisor and the Dose Assessment Supervisor report to the REAM.
- 4.17 Site Area Emergency - Events are in progress or have occurred which involve actual or likely major failures of plant functions needed for protection of the public. Any releases are not expected to exceed EPA Protective Action Guideline exposure levels except near the site boundary.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 7 of 69 CHANGE: 025-05-0
-------------------------------------	--	---------------------------------------

- 4.18 Technical Support Center - The location within the ANO Plant Administration Building equipped with instrumentation and communication systems and facilities useful in monitoring the course of an accident.

5.0 RESPONSIBILITY AND AUTHORITY

5.1 SHIFT MANAGER

Has responsibility for implementation of response actions described in this procedure until relieved by the Technical Support Center Director or Emergency Operations Facility Director.

5.2 TECHNICAL SUPPORT CENTER DIRECTOR (TSC DIRECTOR)

Upon assumption of responsibility for Emergency Direction and Control the TSC Director is responsible for implementation of the response actions described in this procedure.

5.3 EMERGENCY OPERATIONS FACILITY DIRECTOR (EOF DIRECTOR)

Upon assumption of responsibility for Emergency Direction and Control the Emergency Operations Facility Director is responsible for implementation of the response actions described in this procedure.

5.4 COMMUNICATORS

Communicators are responsible for performing emergency response notifications/communications.

5.5 EMERGENCY RESPONSE ORGANIZATION (ERO)

Members of the ERO are responsible to ensure completion of notifications as denoted on Attachment 5, "Alternate ERO Notification Scheme" if the ERO cannot be activated by the Computerized Notification System.

6.0 INSTRUCTIONS

6.1 EMERGENCY CLASSIFICATION AND NOTIFICATIONS

- 6.1.1 Implement the appropriate sections of this procedure whenever an emergency classification has been declared, escalated, or de-escalated as per 1903.010, "Emergency Action Level Classifications".
- A. Notification of Unusual Event, perform the actions as described in Attachment 1.
 - B. Alert, perform the actions as described in Attachment 2.
 - C. Site Area Emergency, perform the actions as described in Attachment 3.
 - D. General Emergency, perform the actions as described in Attachment 4.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 8 of 69 CHANGE: 025-05-0
---------------------------------	--	-----------------------------------

6.1.2 At the termination of the event, provide summaries to the Nuclear Regulatory Commission (NRC) and Arkansas Department of Health (ADH). Notify both parties of the event termination using Form 1903.011Y.

6.2 [PROTECTIVE ACTION RECOMMENDATIONS (PARs)]

6.2.1 The Shift Manager shall be responsible for issuing PARs to offsite authorities until relieved of Emergency Direction and Control by the TSC Director/EOF Director. The Shift Manager should rely on Nuclear Chemistry for the formulation of PARs based on radiological conditions and the Operations staff for the formulation of PARs based on plant conditions.

6.2.2 The TSC Director, after assuming Emergency Direction and Control, is responsible for issuing PARs to offsite authorities until relieved by the EOF Director. The TSC Director should rely on the REAM for the formulation of PARs based on radiological conditions and the Operations/TSC staffs for the formulation of PARs based on plant conditions.

6.2.3 The EOF Director, after assuming Emergency Direction and Control, is responsible for issuing PARs to offsite authorities. The EOF Director should rely on the REAM for the formulation of PARs based on radiological conditions and the TSC Director for the formulation of PARs based on plant conditions.]

6.3 COURTESY CALLS

6.3.1 ANO has agreed to notify the STATE OF ARKANSAS for the following non-Emergency Class events:

A. An UNPLANNED release of radioactive material has occurred OR may occur. (Refer to procedures 1604.015 or 1604.017 for definition of "unplanned release".)

B. An UNPLANNED reactor trip from power has occurred.

C. An event has occurred for which a news release is planned (refer to Station Directive A6.202, "Public Communications", Attachment 1). Potential Public Interest events, which will not require a news release, do not require a Courtesy Call (excluding Steps A and B below). The on-call EOF Director and Communications Manager should decide upon the initiation of a news release and inform the Shift Manager.

D. A notification has been made OR will be made to other government agencies for events that have impacted OR will impact the public health and safety.

6.3.2 A Courtesy Call should be made as soon as practicable following the event but no later than 4 hours following the event.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 9 of 69 CHANGE: 025-05-0
---------------------------------	---	-----------------------------------

6.3.3 Notification to the NRC Operations Center shall be performed no later than 4 hours following the event.

6.3.4 Complete Form 1903.011DD, "Courtesy Call Notification Checklist". Proceed to section 6.4 upon completion of checklist.

6.4 NON-EMERGENCY OFF-NORMAL EVENT NOTIFICATIONS

6.4.1 IF the off-normal event does not require an emergency class declaration,
THEN an "Information Only" notification to the following may be warranted:

Designated Entergy Management Representatives
NRC Resident Inspector
Arkansas Department of Health (in some cases)

6.4.2 A non-emergency off normal event notification should be performed if any of the following conditions exists:

A. A Courtesy Calls is required per the above section.

[B. An NRC Reportable Non-Emergency Event has occurred

NRC Reportable Non-Emergency Event are events which are reportable in accordance with 10CFR50.72 but which do NOT meet the criteria for emergency class declaration as delineated in Procedure 1903.010, "Emergency Action Level Classification."

The "information only" notification described in this section is supplemental to the immediate notification required by regulations which are determined in accordance with Procedure 1000.104, "Condition Reporting Operability and Immediate Reportability Determinations."]

C. Shift Manager's Discretion

Any off-normal event for which the Shift Manager determines that notification to Entergy management representatives and the NRC Resident Inspector is prudent.

6.4.3 The Shift Engineer (from either unit) should notify the appropriate parties using Attachment 11.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 10 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

[6.5 EMERGENCY RESPONSE DATA SYSTEM (ERDS)

6.5.1 The ERDS system is activated within one hour of an ALERT or higher emergency class classification. ERDS may be activated using the RDACS computer terminals located in either Control Room or in the Technical Support Center.

- A. On the RDACS terminal, exit System Status Screen (F10).
- B. Select option 9 - ERDS subsystem on the Main Menu.
- C. To start ERDS on Unit 1, select option 1.
- D. To start ERDS on Unit 2, select option 3.
- E. When emergency is over, select option 2 to stop ERDS on Unit 1, or select option 4 to stop ERDS on Unit 2.]

7.0 ATTACHMENTS AND FORMS

- 7.1 Attachment 1 - Notification of Unusual Event
- 7.2 Attachment 2 - Alert
- 7.3 Attachment 3 - Site Area Emergency
- 7.4 Attachment 4 - General Emergency
- 7.5 Attachment 5 - Alternate ERO Notification Scheme
- 7.6 Attachment 6 - Protective Action Recommendations (PAR) for General Emergency
- 7.7 Attachment 7 - Core Fuel Damage Assessment, Unit 1
- 7.8 Attachment 8 - Core Fuel Damage Assessment, Unit 2
- 7.9 Attachment 9 - Computerized Notification System (CNS) Instructions
- 7.10 Attachment 10 - Emergency Class Notification Instructions
- 7.11 Attachment 11 - Non-Emergency Notifications of Off-Normal Events
- 7.12 Form 1903.011J - NUE Emergency Direction and Control Checklist, Shift Manager
- 7.13 Form 1903.011K - NUE Emergency Direction and Control Checklist, TSC Director
- 7.14 Form 1903.011L - NUE Emergency Direction and Control Checklist, EOF Director
- 7.15 Form 1903.011M - Alert Emergency Direction and Control Checklist, Shift Manager
- 7.16 Form 1903.011N - Alert Emergency Direction and Control Checklist, TSC Director

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 11 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

- 7.17 Form 1903.011O - Alert Emergency Direction and Control Checklist, EOF Director
- 7.18 Form 1903.011P - SAE Emergency Direction and Control Checklist, Shift Manager
- 7.19 Form 1903.011Q - SAE Emergency Direction and Control Checklist, TSC Director
- 7.20 Form 1903.011R - SAE Emergency Direction and Control Checklist, EOF Director
- 7.21 Form 1903.011S - GE Emergency Direction and Control Checklist, Shift Manager
- 7.22 Form 1903.011T - GE Emergency Direction and Control Checklist, TSC Director
- 7.23 Form 1903.011U - GE Emergency Direction and Control Checklist, EOF Director
- 7.24 Form 1903.011Y - Emergency Class Initial Notification Message
- 7.25 Form 1903.011Z - Emergency Class Follow-up Notification Message
- 7.26 Form 1903.011AA - Courtesy Call Notification Message
- 7.27 Form 1903.011BB - Initial Notification Checklist
- 7.28 Form 1903.011CC - Follow-up Notification Checklist
- 7.29 Form 1903.011DD - Courtesy Call Notification Checklist

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 12 of 69 CHANGE: 025-05-0
-------------------------------------	--	--

[ATTACHMENT 1

NOTIFICATION OF UNUSUAL EVENT]

Upon declaration of a Notification of Unusual Event, the person with the responsibility for Emergency Direction and Control shall:

- Complete the appropriate Emergency Direction and Control Checklist indicated below for your position (i.e. SM, TSC Director, or EOF Director). Any steps that are not appropriate for the event may be marked 'Not Applicable' (N/A).
- Issue appropriate offsite protective action recommendations.
- Ensure that notifications are completed in accordance with the required time limits.

At the termination of the event, the Shift Manager/TSC Director/EOF Director should forward all forms and other pertinent documents to Emergency Planning.

Forms used for NUE notification and response are as follows:

Shift Manager:

- Form 1903.011J, "NUE Emergency Direction and Control Checklist, Shift Manager"
- Form 1903.011Y, "Emergency Class Initial Notification Message"
- Form 1903.011Z, "Emergency Class Follow-up Notification Message"
- Form 1903.011BB, "Initial Notification Checklist"
- Form 1903.011CC, "Follow-up Notification Checklist"

TSC Director:

- Form 1903.011K, "NUE Emergency Direction and Control Checklist, TSC Director"
- Form 1903.011Y, "Emergency Class Initial Notification Message"
- Form 1903.011Z, "Emergency Class Follow-up Notification Message"
- Form 1903.011BB, "Initial Notification Checklist"
- Form 1903.011CC, "Follow-up Notification Checklist"

EOF Director:

- Form 1903.011L, "NUE Emergency Direction and Control Checklist, EOF Director"
- Form 1903.011Y, "Emergency Class Initial Notification Message"
- Form 1903.011Z, "Emergency Class Follow-up Notification Message"
- Form 1903.011BB, "Initial Notification Checklist"
- Form 1903.011CC, "Follow-up Notification Checklist"

NUE

This form is intended to be used by the **SHIFT MANAGER** when a Notification of Unusual Event has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Notification of Unusual Event declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of a Notification of Unusual Event: EAL No. _____ Description: _____

- ☐ 3. IF a dual-unit emergency is occurring, THEN the Shift Managers should quickly decide which Shift Engineer will perform offsite notifications.

- ☐ 3.1 Immediately contact a Notifications Communicator by pager (Pager No. 964-1643).

- ☐ 4. Direct the communicator (SE, opposite unit SE or Notifications Communicator) to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

- ☐ 4.1 Assign additional personnel to assist as necessary (i.e. to man ENS telephone, contact a Notifications Communicator).

- ☐ 4.2 Inform the Control Room staff of the Emergency Class declaration.

- ☐ 5. Make the following announcement over the plant paging system (dial 197):

"Attention all personnel. Attention all personnel. A Notification of Unusual Event has been declared on Unit _____ (One/Two). All personnel continue normal activities unless instructed otherwise."

- ☐ 5.1 Make the above announcement over the EOF Public Address System (dial 199 and pause approximately 15 seconds).

- ☐ 6. [IF on-site personnel hazards exist, THEN direct implementation of protective actions as necessary.

- ☐ 6.1 Refer to Form 1903.030C, "Localized Evaluation Checklist", to determine if a localized evacuation will be performed.]

- ☐ 7. IF an approach route to the plant site should be avoided, THEN instruct Security to direct incoming traffic. (Examples of this include security situations in which onsite/offsite personnel are directed to the EOF, radiological releases which prohibit entry to the site via either guard station, etc.)

- ☐ 8. IF a radiological release is involved, THEN direct Nuclear Chemistry personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

Performed by : _____
Shift Manager

FORM TITLE: NUE EMERGENCY DIRECTION AND CONTROL CHECKLIST SHIFT MANAGER	FORM NO. 1903.011J	REV. 025-05-0
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NUE

This form is intended to be used by the TSC DIRECTOR when a Notification of Unusual Event has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Notification of Unusual Event declared:
Unit _____ Time _____ Date _____
- ☐ 2. Conditions warranting declaration of an Notification of Unusual Event: EAL No. _____ Description: _____

- ☐ 3. Direct the communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".
- ☐ 3.1 Assign additional personnel to assist as necessary.
- ☐ 4. Make the following announcement over the plant paging system (dial 197):
"Attention all personnel. Attention all personnel. A Notification of Unusual Event has been declared on Unit _____ (One/Two). All personnel continue normal activities unless instructed otherwise."
- ☐ 4.1 Make the above announcement over the EOF Public Address System (dial 199 and pause approximately 15 seconds).
- ☐ 5. IF on-site personnel hazards exist,
THEN direct implementation of protective actions as necessary.
- ☐ 5.1 Refer to Form 1903.030C, "Localized Evaluation Checklist", to determine if a localized evacuation will be performed.
- ☐ 6. IF a radiological release is involved,
THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".
- ☐ 7. IF an approach route to the plant site should be avoided,
THEN instruct Security to direct incoming traffic.

Performed by : _____
Technical Support Center Director

FORM TITLE: NUE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR	FORM NO. 1903.011K	REV. 025-05-0
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NUE

This form is intended to be used by the EOF DIRECTOR when a Notification of Unusual Event has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Notification of Unusual Event declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of an Notification of Unusual Event: EAL No. _____ Description: _____

- ☐ 3. Direct the Communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist."

☐ 3.1 Assign additional personnel to assist as necessary.

- ☐ 4. Make the following announcement over the plant paging system (dial 197 and pause approximately 15 seconds):

"Attention all personnel. Attention all personnel. A Notification of Unusual Event has been declared on Unit _____ (One/Two). All personnel continue normal activities unless instructed otherwise."

☐ 4.1 Make the above announcement over the EOF Public Address System (dial 199).

- ☐ 5. IF a radiological release is involved,
THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

Performed by : _____
 Emergency Operations Facility Director

FORM TITLE: NUE EMERGENCY DIRECTION AND CONTROL CHECKLIST EOF DIRECTOR	FORM NO. 1903.011L	REV. 025-05-0
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PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 16 of 69 CHANGE: 025-05-0
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ATTACHMENT 2

ALERT

Upon declaration of an Alert, the person with the responsibility for Emergency Direction and Control shall:

- Complete the appropriate Emergency Direction and Control Checklist indicated below for your position (i.e. SM, TSC Director, or EOF Director). Any steps that are not appropriate for the event may be marked 'Not Applicable' (N/A).
- Issue appropriate offsite protective action recommendations.
- Ensure that notifications are completed in accordance with the required time limits.

At the termination of the event, the Shift Manager/TSC Director/EOF Director should forward all forms and other pertinent documents to Emergency Planning.

Forms used for Alert notification and response are as follows:

Shift Manager:

Form 1903.011M, "Alert Emergency Direction and Control Checklist, Shift Manager"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

Attachment 5, Alternate ERO Notification Scheme

TSC Director:

Form 1903.011N, "Alert Emergency Direction and Control Checklist, TSC Director"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

EOF Director:

Form 1903.011O, "Alert Emergency Direction and Control Checklist, EOF Director"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

ALERT

This form is intended to be used by the **SHIFT MANGER** when an Alert has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Alert declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of an Alert:

EAL No. _____ Description: _____

- ☐ 3. IF a dual-unit emergency is occurring,
THEN the Shift Managers should quickly decide which Shift Engineer will perform offsite notifications.

- ☐ 3.1 Immediately contact a Notifications Communicator by pager (Pager No. 964-1643).

- ☐ 4. Direct the communicator (SE, opposite unit SE or Notifications Communicator) to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

- ☐ 4.1 Assign additional personnel to assist as necessary (i.e. to man ENS telephone, contact a Notifications Communicator).

- ☐ 4.2 Inform the Control Room staff of the Emergency Class declaration.

- ☐ 5. Make the following announcement over the plant paging system (dial 197):

"Attention all personnel. Attention all personnel. An Alert Emergency Class has been declared on Unit _____ (One/Two). Emergency response personnel report to your designated assembly areas. All other personnel continue normal activities unless instructed otherwise."

- ☐ 5.1 Make the above announcement over the EOF Public Address System (dial 199 and pause approx. 15 sec.).

- ☐ 6. [IF on-site personnel hazards exits,
THEN direct implementation of protective actions as necessary.

- ☐ 6.1 Refer to Form 1903.030C, "Localized Evacuation Checklist", to determine if a localized evacuation will be performed.]

- ☐ 7. IF an approach route to the plant site should be avoided,
THEN instruct Security to direct incoming traffic. (Examples of this include security situations in which onsite/offsite personnel are directed to the EOF, radiological releases which prohibit entry to the site via either guard station, etc.)

- ☐ 8. IF a radiological release is involved,
THEN direct Nuclear Chemistry personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

Performed by : _____
Shift Manager

FORM TITLE: ALERT EMERGENCY DIRECTION AND CONTROL CHECKLIST SHIFT MANGER	FORM NO. 1903.011M	REV. 025-05-0
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ALERT

This form is intended to be used by the TSC DIRECTOR when an Alert has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Alert declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of an Alert:
EAL No. _____ Description: _____

- ☐ 3. Direct the communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

☐ 3.1 Assign additional personnel to assist as necessary.

- ☐ 4. Make the following announcement over the plant paging system (dial 197):

"Attention all personnel. Attention all personnel. An Alert Emergency Class has been declared on Unit _____ (One/Two). Emergency response personnel report to your designated assembly areas. All other personnel continue normal activities unless instructed otherwise."

☐ 4.1 Make the above announcement over the EOF Public Address System (dial 199 and pause approx. 15 sec.).

- ☐ 5. IF onsite personnel hazards exist,
THEN direct implementation of protective actions as necessary.

☐ 5.1 Refer to Form 1903.030C, "Localized Evacuation Checklist", to determine if a localized evacuation will be performed.

- ☐ 6. IF a radiological release is involved,
THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

- ☐ 7. IF an approach route to the plant site should be avoided,
THEN instruct Security to direct incoming traffic.

- ☐ 8. Ensure that the Emergency Response Data System (ERDS) was activated within one hour of an ALERT or higher emergency class declaration, by contacting the affected unit's Control Room.

Performed by : _____
Technical Support Center Director

FORM TITLE: ALERT EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR	FORM NO. 1903.011N	REV. 025-05-0
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ALERT

This form is intended to be used by the EOF DIRECTOR when an Alert has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Alert declared: Unit _____ Time _____ Date _____
- ☐ 2. Conditions warranting declaration of an Alert:
EAL No. _____ Description: _____

- ☐ 3. Direct the Communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".
- ☐ 3.1 Assign additional personnel to assist as necessary.
- ☐ 4. Make the following announcement over the plant paging system (dial 197 and pause approx. 15 sec.):
- "Attention all personnel. Attention all personnel. An Alert Emergency Class has been declared on Unit _____ (One/Two). Emergency response personnel report to your designated assembly areas. All other personnel continue normal activities unless instructed otherwise."
- ☐ 4.1 Make the above announcement over the EOF Public Address System (dial 199).
- ☐ 5. IF a radiological release is involved,
THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".
- ☐ 6. Ensure that the Emergency Response Data System (ERDS) was activated within one hour of an ALERT or higher emergency class declaration, by contacting the affected unit's Control Room.

Performed by : _____
Emergency Operations Facility Director

FORM TITLE: ALERT EMERGENCY DIRECTION AND CONTROL CHECKLIST EOF DIRECTOR	FORM NO. 1903.0110	REV. 025-05-0
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PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 20 of 69 CHANGE: 025-05-0
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ATTACHMENT 3

Page 1 of 2

SITE AREA EMERGENCY

Upon declaration of a Site Area Emergency, the person with the responsibility for Emergency Direction and Control shall:

- Complete the appropriate Emergency Direction and Control Checklist indicated below for your position (i.e. SM, TSC Director, or EOF Director). Any steps that are not appropriate for the event may be marked 'Not Applicable' (N/A).
- Issue appropriate offsite protective action recommendations.
- Ensure that notifications are completed in accordance with the required time limits.

At the termination of the event, the Shift Manager/TSC Director/EOF Director should forward all forms and other pertinent documents to Emergency Planning.

Forms used for Site Area Emergency notification and response are as follows:

Shift Manager:

Form 1903.011P, "SAE Emergency Direction and Control Checklist, Shift Manager"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

Form 1903.030B, "Plant Evacuation Checklist"

Attachment 5, Alternate ERO Notification Scheme

TSC Director:

Form 1903.011Q, "SAE Emergency Direction and Control Checklist, TSC Director"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

Form 1903.030B, "Plant Evacuation Checklist"

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 21 of 69 CHANGE: 025-05-0
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ATTACHMENT 3

Page 2 of 2

SITE AREA EMERGENCY

EOF Director:

Form 1903.011R, "SAE Emergency Direction and Control Checklist, EOF Director"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

SAE

This form is intended to be used by the SHIFT MANAGER when a Site Area Emergency has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Site Area Emergency declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of a Site Area Emergency:
EAL No. _____ Description: _____

- ☐ 3. Direct the Communicator (SE, opposite unit SE or Notifications Communicator) to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

- ☐ 3.1 IF a dual-unit emergency is occurring,
THEN the Shift Managers should quickly decide which Shift Engineer will perform offsite notifications.

- ☐ A. Immediately contact an additional notification communicator by pager [Pager No. 964-1643].

- ☐ 3.2 Assign additional personnel to assist as necessary (i.e. to man ENS telephone, contact a Notifications Communicator).

- ☐ 3.3 Inform the Control Room staff of the Emergency Class declaration.

Plant Evacuation Section

- ☐ 4. Has a plant evacuation been performed?

- ☐ NO - THEN proceed to step 5.

- ☐ YES - THEN perform the following announcement:

- ☐ A. Dial 197

- ☐ B. Make the following announcement:

"Attention all personnel. Attention all personnel. A Site Area Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."

- ☐ C. Repeat the above announcement using the EOF public address system by dialing 199 and pausing approximately 15 seconds before making the announcement.

- ☐ D. GO TO step 12.

FORM TITLE: SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST SHIFT MANAGER	FORM NO. 1903.011P	REV. 025-05-0
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☐ 5. Determine the appropriate evacuation routes:

☐ 5.1 DOES a radiological or toxic gas release exist or is a release suspected, which is originating from the plant?

☐ YES - THEN determine the available routes from the chart below using wind direction.

IF wind direction is From: THEN use Evacuation Routes

150 to 225 degrees

☐ 1 and 3

226 to 325 degrees

☐ 2 and 3

326 to 45 degrees

☐ 1, 2 and 3

46 to 149 degrees

☐ 1

☐ NO - THEN use any of the 3 routes that are not affected, as necessary.

☐ 5.2 Check the appropriate routes in the plant announcement, step 9 below.

☐ 6. Determine any areas of the plant to avoid during evacuation or special protective measures to be taken by plant evacuees.

☐ 7. Direct Security to perform the following (ext. 3388, 3108 or 3109):

☐ 7.1 If necessary, open and man the secondary guard station (if radiological conditions allow).

☐ 7.2 Perform initial accountability by _____ (Time)
(30 minutes from SAE declaration)

☐ 8. Contact Radiation Protection (CA1 - 5166 or CA2 - 3018):

☐ 8.1 Request Health Physics coverage at the plant exit portal monitors.

☐ 8.2 Instruct Health Physics personnel at the controlled access exit point to relax decontamination and radiation protection measures as necessary in order to expedite evacuation of the controlled access area.

☐ 9. Make the following announcement using the plant paging system (dial 197):

"Attention all personnel. Attention all personnel. A Site Area Emergency has been declared on Unit ____ (One/Two). Emergency response and emergency standby personnel report to your designated assembly areas and perform initial accountability. All other personnel evacuate the plant using evacuation route(s) ☐ 1 ☐ 2 ☐ 3 and proceed to the Atkins Emergency Worker Center."

If necessary, include in the announcement any plant areas to avoid, or special protective actions to be taken by plant evacuees: _____

☐ 9.1 Sound the evacuation alarm for approximately 10 seconds.

☐ 9.2 Repeat the announcement at least 2 times, alternating the announcement with the plant evacuation alarm.

FORM TITLE:	FORM NO.	REV.
SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST SHIFT MANAGER	1903.011P	025-05-0

- ☐ 10. Make the following announcement using the EOF public address system (dial 199 and pause approximately 15 seconds).
- "Attention all personnel. Attention all personnel. A Site Area Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."
- ☐ 11. Instruct all Control Room personnel (operators, chemists, RP, etc.) to log into the designated security card reader using "0000".
- ☐ 11.1 Instruct Non-Licensed Operators in the field to log into the nearest security card reader using "0000" and proceed to the Operational Support Center.
- ☐ 11.2 Inform the opposite unit Control Room personnel to log into the designated security card reader using "0000".
- ☐ 12. IF the incident extends into the Exclusion Area, THEN consider an Exclusion Area Evacuation. Perform the following if an Exclusion Area Evacuation is deemed necessary:
- ☐ 12.1 Request that the U.S. Army Corps of Engineers (telephone number located in Emergency Telephone Directory) control boat access to the portions of Lake Dardanelle within the exclusion area.
- ☐ 12.2 Direct Security to evacuate the Generation Support Building (GSB) and all buildings outside the security fence but within the exclusion area.

Plant Evacuation Section Ends

- ☐ 13. IF a radiological release is involved, THEN direct Nuclear Chemistry personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".
- ☐ 14. IF an approach route to the plant site should be avoided, THEN instruct Security to direct incoming traffic. (Examples of this include security situations in which onsite/offsite personnel are directed to the EOF, radiological releases that prohibit entry to the site via either guard station, etc.)

Performed by: _____
Shift Manager

FORM TITLE: SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST SHIFT MANAGER	FORM NO. 1903.011P	REV. 025-05-0
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SAE

This form is intended to be used by the TSC DIRECTOR when a Site Area Emergency has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. Site Area Emergency declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of a Site Area Emergency:
EAL No. _____ Description: _____

- ☐ 3. Direct the Communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

3.1 Assign additional personnel to assist as necessary.

Plant Evacuation Section

- ☐ 4. Has a plant evacuation been performed?

☐ NO - THEN proceed to step 5.

☐ YES - THEN perform the following announcement:

☐ A. Dial 197

☐ B. Make the following announcement:

"Attention all personnel. Attention all personnel. A Site Area Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."

☐ C. Repeat the above announcement using the EOF public address system by dialing 199 and pausing approximately 15 seconds before making the announcement.

☐ D. GO TO step 11.

FORM TITLE:

SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR

FORM NO.

1903.011Q

REV.

025-05-0

- ☐ 5. Determine the appropriate evacuation routes:

DOES a radiological or toxic gas release exist or is a release suspected, which is originating from the plant?

- ☐ YES - THEN determine the available routes from the chart below using wind direction.

IF wind direction is From: THEN use Evacuation Routes

150 to 225 degrees	<input type="checkbox"/> 1 and 3
226 to 325 degrees	<input type="checkbox"/> 2 and 3
326 to 45 degrees	<input type="checkbox"/> 1, 2 and 3
46 to 149 degrees	<input type="checkbox"/> 1

- ☐ NO - THEN use any of the 3 routes that are not affected, as necessary.

- ☐ 6. Determine any areas of the plant to avoid during evacuation or special protective measures to be taken by plant evacuees.

- ☐ 7. Direct Security to perform the following (ext. 3388, 3108 or 3109):

- ☐ 7.1 If necessary, open and man the secondary guard station (if radiological conditions allow).

- ☐ 7.2 Perform initial accountability by _____ (Time)
(30 minutes from SAE declaration)

- ☐ 8. Contact Radiation Protection (CA1 ext. 5166 or CA2 ext. 3018):

- ☐ 8.1 Request Health Physics coverage at the plant exit portal monitors.

- ☐ 8.2 Instruct Health Physics personnel at the controlled access exit point to relax decontamination and radiation protection measures as necessary in order to expedite evacuation of the controlled access area.

- ☐ 9. Direct the Shift Manager of the affected unit to perform the Emergency Class and plant evacuation announcement using Form 1903.011P steps 9, 10 and 11 of this procedure.

- ☐ 9.1 Inform the Shift Manager of the site evacuation routes determined in step 5.

- ☐ 9.2 Inform the Shift Manager of any plant areas to avoid during the plant evacuation and any special protective measures to be taken by plant evacuees.

- ☐ 10. Instruct the TSC personnel to log into the designated security card reader using "0000".

FORM TITLE:

SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR

FORM NO.

1903.011Q

REV.

025-05-0

- ☐ 11. IF the incident extends into the Exclusion Area,
THEN consider an Exclusion Area Evacuation. Perform the following if an
Exclusion Area Evacuation is deemed necessary:
- ☐ 11.1 Request that the U.S. Army corps of Engineers (telephone number
located in Emergency Telephone Directory) control boat access to the
portions of Lake Dardanelle within the exclusion area.
- ☐ 11.2 Direct Security to evacuate the Generation Support Building (GSB) and
all buildings outside the security fence but within the exclusion
area.

Plant Evacuation Section Ends

- ☐ 12. IF a radiological release is involved,
THEN direct Dose Assessment personnel to implement procedure 1904.002,
"Offsite Dose Projection - RDACS Computer Method".
- ☐ 13. IF an approach route to the plant site should be avoided,
THEN instruct Security to direct incoming traffic.
- ☐ 14. Ensure that the Emergency Response Data System (ERDS) was activated within one
hour of an ALERT or higher emergency class declaration, by contacting the
affected unit's Control Room.

Performed by : _____
Technical Support Center Director

FORM TITLE: SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR	FORM NO. 1903.011Q	REV. 025-05-0
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SAE

This form is intended to be used by the EOF DIRECTOR when a Site Area Emergency has been declared and the EOFD has the responsibility for Emergency Direction and Control.

☐ 1. Site Area Emergency declared: Unit _____ Time _____ Date _____

☐ 2. Has a plant evacuation been performed?

☐ YES - GO TO Step 3.

☐ NO - THEN immediately request the TSC Director to perform the Plant Evacuation Section of Form 1903.011Q.

GO TO Step 5.

☐ 3. Perform the following announcement:

☐ A. Dial 199

☐ B. Make the following announcement:

"Attention all personnel. Attention all personnel. A Site Area Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."

☐ C. Repeat the above announcement using the plant public address system by dialing 197 and pausing approximately 15 seconds before making the announcement.

☐ 4. Request the TSCD to evaluate the need for an Exclusion Area Evacuation.

☐ 5. Conditions warranting declaration of a Site Area Emergency:

EAL NO. _____ Description: _____

☐ 6. Direct the Communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist."

☐ 5.1 Assign additional personnel to assist as necessary.

☐ 7. Announce emergency class declaration to the EOF staff.

☐ 8. IF a radiological release is involved, THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

☐ 9. Ensure that the Emergency Response Data System (ERDS) was activated within one hour of an ALERT or higher emergency class declaration, by contacting the affected unit's control room.

Performed by : _____
Emergency Operations Facility Director

FORM TITLE: SAE EMERGENCY DIRECTION AND CONTROL CHECKLIST EOF DIRECTOR	FORM NO. 1903.011R	REV. 025-05-0
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PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 29 of 69 CHANGE: 025-05-0
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ATTACHMENT 4

Page 1 of 2

GENERAL EMERGENCY

Upon declaration of a General Emergency, the person with the responsibility for Emergency Direction and Control shall:

- Complete the appropriate Emergency Direction and Control Checklist indicated below for your position (i.e. SM, TSC Director, or EOF Director). Any steps that are not appropriate for the event may be marked 'Not Applicable' (N/A).
- Issue appropriate offsite protective action recommendations.
- Ensure that notifications are completed in accordance with the required time limits.

At the termination of the event, the Shift Manager/TSC Director/EOF Director should forward all forms and other pertinent documents to Emergency Planning.

Forms used for General Emergency notification and response are as follows:

Shift Manager:

Form 1903.011S, "GE Emergency Direction and Control Checklist, Shift Manager"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

Form 1903.030B, "Plant Evacuation Checklist"

Attachment 5, Alternate ERO Notification Scheme

Attachment 6, Protective Action Recommendations (PAR) for General Emergency

Attachment 7, Core Fuel Damage Assessment, Unit 1

Attachment 8, Core Fuel Damage Assessment, Unit 2

TSC Director:

Form 1903.011T, "GE Emergency Direction and Control Checklist, TSC Director"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 30 of 69 CHANGE: 025-05-0
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ATTACHMENT 4

Page 2 of 2

GENERAL EMERGENCY

Form 1903.030B, "Plant Evacuation Checklist"

Attachment 6, Protective Action Recommendations (PAR) for General Emergency

Attachment 7, Core Fuel Damage Assessment, Unit 1

Attachment 8, Core Fuel Damage Assessment, Unit 2

EOF Director:

Form 1903.011U, "GE Emergency Direction and Control Checklist, EOF Director"

Form 1903.011Y, "Emergency Class Initial Notification Message"

Form 1903.011Z, "Emergency Class Follow-up Notification Message"

Form 1903.011BB, "Initial Notification Checklist"

Form 1903.011CC, "Follow-up Notification Checklist"

Attachment 6, Protective Action Recommendations (PAR) for General Emergency

Attachment 7, Core Fuel Damage Assessment, Unit 1

Attachment 8, Core Fuel Damage Assessment, Unit 2

GE

This form is intended to be used by the SHIFT MANAGER when a General Emergency has been declared and the Shift Manager has the responsibility for emergency Direction and Control.

- ☐ 1. General Emergency declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of a General Emergency:
EAL No. _____ Description: _____

- ☐ 3. Direct the Communicator (SE, opposite unit SE or Notifications Communicator) to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

- ☐ 3.1 IF a dual-unit emergency is occurring,
THEN the Shift Managers should quickly decide which Shift Engineer will perform offsite notifications.

- ☐ A Immediately contact an additional notification communicator by pager [Pager No. 964-1643].

- ☐ 3.2 Assign additional personnel to assist as necessary (i.e. to man ENS telephone, contact a Notifications Communicator).

- ☐ 3.3 Inform the Control Room staff of the Emergency Class declaration.

Plant Evacuation Section

- ☐ 4. Has a plant evacuation been performed,

- ☐ NO - GO TO Step 5

- ☐ YES - THEN perform the following:

- ☐ A. Dial 197

- ☐ B. Make the following announcement:

"Attention all personnel. Attention all personnel. A General Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."

- ☐ C. Repeat the above announcement using the EOF public address system by dialing 199 and pausing approximately 15 seconds before making the announcement.

- ☐ D. GO TO step 12.

FORM TITLE:

**GE EMERGENCY DIRECTION AND CONTROL CHECKLIST
SHIFT MANAGER**

FORM NO.

1903.011S

REV.

025-05-0

☐ 5. Determine the appropriate evacuation routes:

☐ 5.1 DOES a radiological or toxic gas release exist or is a release suspected, which is originating from the plant?

☐ YES - THEN determine the available routes from the chart below using wind direction.

IF wind direction is From: THEN use Evacuation Routes

150 to 225 degrees

☐ 1 and 3

226 to 325 degrees

☐ 2 and 3

326 to 45 degrees

☐ 1, 2 and 3

46 to 149 degrees

☐ 1

☐ NO - THEN use any of the 3 routes that are not affected, as necessary.

☐ 5.2 Check the appropriate routes in the plant announcement, step 9 below.

☐ 6. Determine any areas of the plant to avoid during evacuation or special protective measures to be taken by plant evacuees.

☐ 7. Direct Security to perform the following (ext. 3388, 3108 or 3109):

☐ 7.1 If necessary, open and man the secondary guard station (if radiological conditions allow).

☐ 7.2 Perform initial accountability by _____ (Time)
(30 minutes from GE declaration)

☐ 8. Contact Radiation Protection (CA1 - 5166 or CA2 - 3018):

☐ 8.1 Request Health Physics coverage at the plant exit portal monitors.

☐ 8.2 Instruct Health Physics personnel at the controlled access exit point to relax decontamination and radiation protection measures as necessary in order to expedite evacuation of the controlled access area.

☐ 9. Make the following announcement using the plant paging system (dial 197):

"Attention all personnel. Attention all personnel. A General Emergency has been declared on Unit ____ (One/Two). Emergency response and emergency standby personnel report to your designated assembly areas and perform initial accountability. All other personnel evacuate the plant using evacuation route(s) ☐ 1 ☐ 2 ☐ 3 and proceed to the Atkins Emergency Worker Center."

If necessary, include in the announcement any plant areas to avoid, or special protective actions to be taken by plant evacuees: _____

☐ 9.1 Sound the evacuation alarm for approximately 10 seconds.

☐ 9.2 Repeat the announcement at least 2 times, alternating the announcement with the plant evacuation alarm.

FORM TITLE:

**GE EMERGENCY DIRECTION AND CONTROL CHECKLIST
SHIFT MANAGER**

FORM NO.

1903.011S

REV.

025-05-0

- ☐ 10. Make the following announcement using the EOF public address system (dial 199 and pause approximately 15 seconds).

"Attention all personnel. Attention all personnel. A General Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."

- ☐ 11. Instruct all Control Room personnel (operators, chemists, RP, etc.) to log into the designated security card reader using "0000".
- ☐ 11.1 Instruct Non-Licensed Operators in the field to log into the nearest security card reader using "0000" and proceed to the Operational Support Center.
- ☐ 11.2 Inform the opposite unit Control Room personnel to log into the designated security card reader using "0000".

- ☐ 12. Has an exclusion area evacuation been performed?

☐ YES - GO TO Step 13

☐ NO - THEN perform the following:

- ☐ Request that the U.S. Army Corps of Engineers (telephone number located in Emergency Telephone Directory) control boat access to the portions of Lake Dardanelle within the exclusion area.

- ☐ Direct Security to evacuate the Generation Support Building (GSB) and all buildings outside the security fence but within the exclusion area.

Plant Evacuation Section Ends

- ☐ 13. Determine the appropriate Protective Action Recommendation using Attachment 6, "Protective Action Recommendations (PAR) for General Emergency".

PAR No. _____

- ☐ 14. IF a radiological release is involved, THEN direct Nuclear Chemistry personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

- ☐ 15. IF an approach route to the plant site should be avoided, THEN instruct Security to direct incoming traffic. (Examples of this include security situations in which onsite/offsite personnel are directed to the EOF, radiological releases which prohibit entry to the site via either guard station, etc.)

Performed by : _____
Shift Manager

FORM TITLE:

**GE EMERGENCY DIRECTION AND CONTROL CHECKLIST
SHIFT MANAGER**

FORM NO.

1903.011S

REV.

025-05-0

GE

This form is intended to be used by the TSC DIRECTOR when a General Emergency has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. General Emergency declared:

Unit _____ Time _____ Date _____

- ☐ 2. Conditions warranting declaration of a General Emergency:
EAL No. _____ Description: _____

- ☐ 3. Direct the Communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

☐ 3.1 Assign additional personnel to assist as necessary.

Plant Evacuation Section

- ☐ 4. Has a plant evacuation been performed?

☐ NO - Go To step 5

☐ YES - perform the following:

☐ A. Dial 197

☐ B. Make the following announcement:

"Attention all personnel. Attention all personnel. A General Emergency has been declared on Unit ____ (One/Two). Emergency response personnel report to your designated assembly areas."

☐ C. Repeat the above announcement using the EOF public address system by dialing 199 and pausing approximately 15 seconds before making the announcement.

☐ D. GO TO step 11

FORM TITLE:

GE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR

FORM NO.

1903.011T

REV.

025-05-0

- ☐ 5. Determine the appropriate evacuation routes:

DOES a radiological or toxic gas release exist or is a release suspected, which is originating from the plant?

- ☐ YES - THEN determine the available routes from the chart below using wind direction.

IF wind direction is From: THEN use Evacuation Routes

150 to 225 degrees	<input type="checkbox"/> 1 and 3
226 to 325 degrees	<input type="checkbox"/> 2 and 3
326 to 45 degrees	<input type="checkbox"/> 1, 2 and 3
46 to 149 degrees	<input type="checkbox"/> 1

- ☐ NO - THEN use any of the 3 routes that are not affected, as necessary.

- ☐ 6. Determine any areas of the plant to avoid during evacuation or special protective measures to be taken by plant evacuees.

- ☐ 7. Direct Security to perform the following (ext. 3388, 3108 or 3109):

- ☐ 7.1 If necessary, open and man the secondary guard station (if radiological conditions allow).

- ☐ 7.2 Perform initial accountability by _____ (Time)
(30 minutes from GE declaration)

- ☐ 8. Contact Radiation Protection (CA1 - 5166 or CA2 - 3018):

- ☐ 8.1 Request Health Physics coverage at the plant exit portal monitors.

- ☐ 8.2 Instruct Health Physics personnel at the controlled access exit point to relax decontamination and radiation protection measures as necessary in order to expedite evacuation of the controlled access area.

- ☐ 9. Direct the Shift Manager of the affected unit to perform the Emergency Class and plant evacuation announcement using Form 1903.011S steps 9, 10 and 11 of this procedure.

- ☐ 9.1 Inform the Shift Manager of the site evacuation routes determined in step 5.

- ☐ 9.2 Inform the Shift Manager of any plant areas to avoid during the plant evacuation and any special protective measures to be taken by plant evacuees.

- ☐ 10. Instruct the TSC personnel to log into the designated security card reader using "0000".

FORM TITLE: GE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR	FORM NO. 1903.011T	REV. 025-05-0
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☐ 11. Has an Exclusion Area evacuation been performed?

☐ YES - Go To Step 12

☐ NO - THEN perform the following:

☐ Request that the U.S. Army corps of Engineers (Emergency Telephone Directory, section 6) to control boat access to the portions of Lake Dardanelle within the exclusion area.

☐ Direct Security to evacuate the Generation Support Building (GSB) and all buildings outside the security fence but within the exclusion area.

Plant Evacuation Section Ends

☐ 12. Determine the appropriate Protective Action Recommendation using Attachment 6, "Protective Action Recommendations (PAR) for General Emergency".

PAR No. _____

☐ 13. IF a radiological release is involved, THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

☐ 14. IF an approach route to the plant site should be avoided, THEN instruct Security to direct incoming traffic.

☐ 15. Ensure that the Emergency Response Data System (ERDS) was activated within one hour of an ALERT or higher emergency class declaration, by contacting the affected unit's Control Room.

Performed by : _____
Technical Support Center Director

FORM TITLE:

GE EMERGENCY DIRECTION AND CONTROL CHECKLIST TSC DIRECTOR

FORM NO.

1903.011T

REV.

025-05-0

GE

This form is intended to be used by the EOF DIRECTOR when a General Emergency has been declared and he has the responsibility for Emergency Direction and Control.

- ☐ 1. General Emergency declared:

Unit _____ Time _____ Date _____

- ☐ 2. Has a plant evacuation been performed?

☐ YES - GO TO step 3

☐ NO - THEN immediately request the TSC Director to perform the Plant Evacuation Section of Form 1903.011T of this procedure.

GO TO step 5.

- ☐ 3. Perform the following:

☐ A. Dial 199

☐ B. Make the following announcement:

"Attention all personnel. Attention all personnel. A General Emergency has been declared on Unit _____ (One/Two). Emergency response personnel report to your designated assembly areas."

☐ C. Repeat the above announcement using the plant public address system by dialing 197 and pausing approximately 15 seconds before making the announcement.

- ☐ 4. Request the TSC Director to perform an exclusion area evacuation if the evacuation has not already been performed.

- ☐ 5. Conditions warranting declaration of a General Emergency:
EAL No. _____ Description: _____

- ☐ 6. Direct the Communicator to initiate the notifications specified on Form 1903.011BB, "Initial Notification Checklist".

☐ 5.1 Assign additional personnel to assist as necessary.

- ☐ 7. Determine the appropriate Protective Action Recommendation using Attachment 6, "Protective Action Recommendations (PAR) for General Emergency".

PAR No. _____ REAM Review: _____

- ☐ 8. Announce emergency class declaration to the EOF staff.

- ☐ 9. IF a radiological release is involved,
THEN direct Dose Assessment personnel to implement procedure 1904.002, "Offsite Dose Projection - RDACS Computer Method".

- ☐ 10. Ensure that the Emergency Response Data System (ERDS) was activated within one hour of an ALERT or higher emergency class declaration, by contacting the affected units Control Room.

Performed by : _____
Emergency Operations Facility Director

FORM TITLE:

GE EMERGENCY DIRECTION AND CONTROL CHECKLIST EOF DIRECTOR

FORM NO.

1903.011U

REV.

025-05-0

INITIAL NOTIFICATION MESSAGE

Use for Emergency Class DECLARATION, CHANGE (Upgrade or Downgrade), or TERMINATION

NOTE

State and local officials must be notified of the emergency class within
15 minutes of the emergency declaration time.

1. MESSAGE NUMBER: _____ Date: _____ Time: _____
2. MESSAGE: _____

This is _____ at Arkansas Nuclear One. My
(Communicator's name)
phone number is (501) 858-_____.

This is ☐ AN ACTUAL EVENT ☐ A DRILL.

- ☐ A NOTIFICATION OF UNUSUAL EVENT was DECLARED
☐ An ALERT was DECLARED
☐ A SITE AREA EMERGENCY was DECLARED
☐ A GENERAL EMERGENCY was DECLARED
☐ The Emergency was TERMINATED

on ☐ UNIT 1 ☐ UNIT 2 on _____ at _____ based on
(date) (time)

EAL No. _____.

The wind is FROM _____ degrees at _____ miles per hour.

Recommended Protective Actions are:

- ☐ NONE AT THIS TIME
☐ EVACUATE ZONES: _____
☐ SHELTER ZONES: _____

Comments: _____

More information will follow shortly.

[3. APPROVED: _____
☐ Shift Manager ☐ TSC Director ☐ EOF Director]

FORM TITLE:

EMERGENCY CLASS INITIAL NOTIFICATION MESSAGE

FORM NO.

1903.011Y

REV.

025-05-0

FOLLOWUP NOTIFICATION MESSAGE

1. MESSAGE NO. _____ Date: _____ Time: _____
2. Reported By: _____ Tel. No. (501) 858- _____
3. This is ☐ AN ACTUAL EVENT ☐ A DRILL
4. EMERGENCY CLASSIFICATION:
☐ NOTIFICATION OF UNUSUAL EVENT ☐ SITE AREA EMERGENCY ☐ TERMINATION
☐ ALERT ☐ GENERAL EMERGENCY
5. DECLARED ON: ☐ Unit 1 ☐ Unit 2 Date: _____ Time: _____
6. PROGNOSIS: ☐ Degrading ☐ Stable ☐ Improving
7. RECOMMENDED PROTECTIVE ACTIONS:
☐ NONE AT THIS TIME
☐ EVACUATE ZONES: _____
☐ SHELTER ZONES: _____
8. INCIDENT DESCRIPTION/COMMENTS:
EAL NO. _____ EAL CONDITION: _____
COMMENTS: _____
9. REACTOR SHUTDOWN? ☐ NO ☐ YES Date: _____ Time: _____
10. OTHER UNIT STATUS: _____
11. MET DATA: Wind Direction FROM _____ Degrees at _____ MPH
Stability Class: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G
Precipitation: ☐ None ☐ Rain ☐ Sleet ☐ Snow
12. RADIOLOGICAL RELEASE:
☐ NONE ☐ RELEASE OCCURRED BUT STOPPED; Duration: _____ hrs
☐ RELEASE OCCURRING: Time Started _____ Expected Duration: _____ hrs
13. GASEOUS RELEASE? ☐ Yes ☐ No (GO TO Item 14)
RELEASE RATE: PARTICULATE: _____ Ci/sec IODINE: _____ Ci/sec
NOBLE GAS: _____ Ci/sec
- ESTIMATE OF PROJECTED OFF-SITE DOSE:
- | TEDE DOSE (mRem) | | CHILD THYROID DOSE (CDE) (mRem) | |
|------------------|-------------|---------------------------------|-------------|
| 0.62 miles: | 3.45 miles: | 0.62 miles: | 3.45 miles: |
| 1.45 miles: | 7.23 miles: | 1.45 miles: | 7.23 miles: |
14. LIQUID RELEASE? ☐ Yes ☐ No (GO TO Item 15)
☐ Greater than ODCM Limitations ☐ Greater than 10 X ODCM Limitations
15. APPROVED: _____
☐ Shift Manager ☐ TSC Director ☐ EOF Director

FORM TITLE:

EMERGENCY CLASS FOLLOWUP NOTIFICATION MESSAGE

FORM NO.

[1903.011Z]

REV.

025-05-0

COURTESY CALL NOTIFICATION MESSAGE

Use for COURTESY CALLS

MESSAGE:

This is _____ at Arkansas Nuclear One. My
(Communicator's name)
phone number is (501) 858-_____.

This COURTESY CALL is being made because:

- ☐ An UNPLANNED release of radioactive material has occurred OR may occur.
☐ An UNPLANNED reactor trip from power has occurred.
☐ An event has occurred for which a news release is planned.
☐ A notification has been made or will be made to other government agencies for events that have impacted or will impact the public health and safety.

At _____ on _____ the following event(s) occurred on
(Time) (date)

- ☐ UNIT 1
☐ UNIT 2
☐ The ANO Site

(describe event): _____

APPROVED: _____
Shift Manager

FORM TITLE: COURTESY CALL NOTIFICATION MESSAGE	FORM NO. 1903.011AA	REV. 025-05-0
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ACTIONS FOR INITIAL NOTIFICATION

NOTE

The Emergency Telephone Directory contains emergency telephone numbers.

NOTE

The Arkansas Department of Health (ADH) **SHALL** be notified within **15 minutes** of an Emergency Class:

- Declaration
- Change (Upgrade or Downgrade)
- Termination

INSTRUCTIONS

- 1. Complete 1903.011Y for Message #_____. Refer to Attachment 10 for instructions.
- 2. Place 1903.011Y face down in DEF/VS fax document tray and press **RED** fax button.

Time: _____ Date: _____

CONTINGENCY ACTIONS

- 1. None
- 2. Use non-dedicated fax to send 1903.011Y to ADH.
Fax number: *9-1-501-671-1406*

Time: _____ Date: _____

From the Control Room:
Use non-dedicated fax to send 1903.011Y to:

TSC: *858-6622*
EOF: *858-6957*

From the TSC:
Use non-dedicated fax to send 1903.011Y to:

EOF: *858-6957*

From the EOF:
Use non-dedicated fax to send 1903.011Y to:

TSC: *858-6622*

- 3. **IF** the ERO has already been activated for an **ALERT** or **higher** emergency or if this is a termination message **THEN** GO TO Step 5.

- 3. None

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

INITIAL NOTIFICATION CHECKLIST

FORM NO.

[1903.011BB]

REV.

025-05-0

INSTRUCTIONS

- 4. [Start CNS using Attachment 9.]

CONTINGENCY ACTIONS

4. Page the ERO.

- 4.1 For NUE:

NOTE

The following steps notify these positions of an NUE:

EOF Director
TSC Director
Vice President, Operations
General Manager, Plant
Operations
Unit 1 and 2 Plant Managers
Unit 1 and 2 Operations
Managers
Communications Manager
NRC Resident Inspector
CEC Manager
Duty Emergency Planner

- 4.1.1 Dial *9-890-0841*

- 4.1.2 When asked for password, enter "1234".

- 4.1.3 When asked for the phone number, enter "0001" for a Unit 1 event

OR

"0002" for a Unit 2 event.

- 4.2 For **ALERT** or higher:

- 4.2.1 Dial *9-964-1645*

- 4.2.2 When asked for password, enter "1234".

- 4.2.3 When asked for the phone number, enter "1111" (for drills enter "333") for a Unit 1 event

OR

"2222" (for drills enter "444") for a Unit 2 event.

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

INITIAL NOTIFICATION CHECKLIST

FORM NO.

[1903.011BB]

REV.

025-05-0

INSTRUCTIONS

- 5. Confirm fax receipt.

NOTE

DEF/VS will send you a return fax of the message you sent.

Do NOT perform roll-call until you have received this fax.

- 5.1. Pick up DEF/VS phone handset.

Press **RED** button on DEF/VS phone.

Ask responding agencies to hold.

Read message to agencies:

"I am calling from Arkansas Nuclear One. Please confirm receipt of "Initial" fax, message # ____."

- 5.2 Perform roll-call:

- ☐ Conway County
☐ Johnson County
☐ Logan County
☐ Pope County
☐ Yell County
☐ Department of Emergency Management
☐ Arkansas Dept. of Health

Person Contacted

Time

CONTINGENCY ACTIONS

5. None.

NOTE

Use of DEM Emergency Action Authenticator may be required when contacting agencies by non-dedicated phone.

- 5.1 Call ADH at *9-1-501-661-2136* and confirm fax receipt. (Alternate number *9-1-800-633-1735*)

Person Contacted

Time

Request ADH to notify other agencies.

IF ADH cannot be reached by phone, THEN contact DEM at *9-1-501-730-9750* or radio (Channel 6 unscrambled) and request them to relay notification.

- 5.2 IF any agencies do NOT confirm fax receipt, THEN request ADH to confirm receipt with those agencies.

IF ADH does not respond to roll-call,

THEN Call ADH at *9-1-501-661-2136* and confirm fax receipt. (Alternate number *9-1-800-633-1735*)

Person Contacted

Time

IF ADH cannot be reached by phone, THEN contact DEM at *9-1-501-730-9750* or radio (Channel 6 unscrambled) and request them to relay notification.

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

INITIAL NOTIFICATION CHECKLIST

FORM NO.

[1903.011BB]

REV.

025-05-0

INSTRUCTIONSCONTINGENCY ACTIONSNOTE

[The Nuclear Regulatory Commission (NRC) SHALL be notified immediately following notification of the ADH and SHALL NOT exceed 1 hour following the declaration of an emergency class.]

- 6. [Using ENS telephone call the NRC, numbers located on telephone. Read message from 1903.011Y to NRC Communicator.]

Person Contacted Time

- 7. [Use non-dedicated fax to send 1903.011Y to NRC Operations Center at *9-1-301-816-5151*.]

6. [Using commercial telephone, call the NRC, *9-1-301-816-5100*. Read message from 1903.011Y to NRC Communicator.]

Person Contacted Time

7. None

NOTE

A followup notification using Form 1903.011CC is required within approximately 30 minutes after this notification.

Actions performed by: _____ (name) _____ (date) _____ (time)

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

INITIAL NOTIFICATION CHECKLIST

FORM NO.

[1903.011BB]

REV.

025-05-0

ACTIONS FOR FOLLOWUP NOTIFICATION**NOTE**

Followup Notifications are required:

- within **approximately 30 minutes** after an Initial Notification
- when a significant change occurs such as
 - prognosis changes
 - Protective Action Recommendations change
 - a radiological release begins or ends
 - the radiological release rate changes significantly
- within 1 hour after the last notification
- as directed by the person with Emergency Direction and Control

NOTE

The Emergency Telephone Directory contains emergency telephone numbers.

INSTRUCTIONS

- 1. Complete 1903.011Z for Message #____. Refer to Attachment 10 for instructions.
- 2. Place 1903.011Z face down in DEF/VS document tray and press **RED** fax button.

Time: _____

Date: _____

CONTINGENCY ACTIONS

- 1. None
- 2. Use non-dedicated fax to send 1903.011Z to ADH at *9-1-501-671-1406*.

Time: _____

Date: _____

From the Control Room:

Use non-dedicated fax to send 1903.011Z to:

TSC: *858-6622*

EOF: *858-6957*

From the TSC:

Use non-dedicated fax to send 1903.011Z to:

EOF: *858-6957*

From the EOF:

Use non-dedicated fax to send 1903.011Z to:

TSC: *858-6622*

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

FOLLOWUP NOTIFICATION CHECKLIST

FORM NO.

[1903.011CC]

REV.

025-05-0

INSTRUCTIONS

— 3. Confirm fax receipt.

NOTE

DEF/VS will send you a return fax of the message you sent.

Do NOT perform roll-call until you have received this fax.

— 3.1 Pick up DEF/VS phone handset.

Press RED button on DEF/VS phone.

Ask responding agencies to "Hold".

Read message to agencies:

"I am calling from Arkansas Nuclear One. Please confirm receipt of "Follow-up" fax, message # ____."

— 3.2 Perform roll-call:

- ☐ Conway County
- ☐ Johnson County
- ☐ Logan County
- ☐ Pope County
- ☐ Yell County
- ☐ Department of Emergency Management
- ☐ Arkansas Dept. of Health

Person Contacted

Time

CONTINGENCY ACTIONS

3. None

NOTE

Use of DEM Emergency Action Authenticator may be required when contacting agencies by non-dedicated phone.

3.1 Call ADH at *9-1-501-661-2136* and confirm fax receipt. (Alternate number *9-1-800-633-1735*)

Person Contacted

Time

Request ADH to notify other agencies.

IF ADH cannot be reached by phone, THEN contact DEM at *9-1-501-730-9750* or radio (Channel 6 unscrambled) and request them to relay notification.

3.2 IF any agencies do NOT confirm fax receipt, THEN request ADH to confirm receipt with those agencies.

IF ADH does not respond to roll-call,

THEN Call ADH at *9-1-501-661-2136* and confirm fax receipt. (Alternate number *9-1-800-633-1735*)

Person Contacted

Time

IF ADH cannot be reached by phone, THEN contact DEM at *9-1-501-730-9750* or radio (Channel 6 unscrambled) and request them to relay notification.

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

FOLLOWUP NOTIFICATION CHECKLIST

FORM NO.

[1903.011CC]

REV.

025-05-0

NOTE

[The Nuclear Regulatory Commission (NRC) SHALL be notified immediately following notification of the ADH and NOT later than 1 hour following the declaration of an emergency class.]

INSTRUCTIONS

- 4. [IF notifications are being performed in the TSC or EOF, THEN skip steps 5 and 6.]
- 5. [Verify CNS functioning by any of the methods in Attachment 9.]

NOTE

ERDS must be started within 1 hour of the declaration of an **ALERT** or higher emergency class.

- 6. IF an **ALERT** or higher emergency class has been declared, THEN start ERDS.
- 6.1 Exit the System Status screen on the RDACS terminal.
- 6.2 Select option 9 (ERDS Subsystem) on the Main Menu.
- 6.3 Start ERDS by selecting option 1 for Unit 1 OR option 3 for Unit 2.]

CONTINGENCY ACTIONS

- 4. None
- 5. None
- 6. None

NOTE

The NRC Event Notification Worksheet (NRC Form 361) may be used as an aid in providing information about the emergency to the NRC.

- 7. [Using ENS telephone, call the NRC, numbers listed on telephone. Transmit information from 1903.011Z and NRC Form 361 (if completed).]

Person Contacted _____ Time _____

- 8. [Using commercial facsimile, number *9-1-301-816-5151*, transmit information from 1903.011Z and NRC Form 361 (if completed) to the NRC Operations Center.]

- 7. [Using commercial telephone, call the NRC, *9-1-301-816-5100*, Transmit information from 1903.011Z and NRC Form 361 (if completed).]

Person Contacted _____ Time _____

- 8. None

Actions performed by: _____ (name) _____ (date) _____ (time)

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

FOLLOWUP NOTIFICATION CHECKLIST

FORM NO.

[1903.011CC]

REV.

025-05-0

Actions for Courtesy Calls

NOTE

Courtesy Calls are required for the following NON-Emergency Class events:

- An UNPLANNED release of radioactive material has occurred OR may occur.
- An UNPLANNED reactor trip from power has occurred.
- An event has occurred for which a news release is planned.
- A notification has been made or will be made to other government agencies for events that have impacted or will impact the public health and safety.

NOTE

Notification to the ADH and the NRC **SHOULD** be made as soon as practical but NOT later than four hours following the event.

INSTRUCTIONS**CONTINGENCY ACTIONS**

- 1. Complete 1903.011AA.

1. None

NOTE

Use of DEM Emergency Action Authenticator may be required when contacting agencies by non-dedicated phone.

- 2. Use non-dedicated fax to send 1903.011AA to ADH at *9-1-501-671-1406*.

Time: _____ Date: _____

2. Call ADH at *9-1-501-661-2136* and verbally provide the information from 1903.011AA.

Time: _____ Date: _____

IF ADH cannot be contacted by phone, **THEN** contact DEM by phone at *9-1-501-730-9750* or by radio (Channel 6 unscrambled) and request them to relay notification to ADH.

- 3. Confirm fax receipt by calling ADH at *9-1-501-661-2136*. (Alternate number *9-1-800-633-1735*)

Person Contacted _____ Time _____

3. IF ADH cannot be contacted by phone, **THEN** contact DEM by phone at *9-1-501-730-9750* or by radio (Channel 6 unscrambled) and request them to relay notification to ADH.

- 4. Start CNS using Att. 9, Section 3

4. Perform Att. 11, step 4

- 5. Complete the NRC Event Notification Worksheet (NRC Form 361).

5. None

- 6. Use ENS phone to transmit information from NRC Form 361 to NRC.

6. Use commercial phone at *9-1-301-816-5100* to transmit information from NRC Form 361 to NRC.

Person Contacted _____ Time _____

Person Contacted _____ Time _____

- 7. Fax NRC Form 361 to the NRC Operations Center at *9-1-301-816-5151*.

67. None

Actions performed by: _____ (name) _____ (date) _____ (time)

NOTE

The material contained within the symbols (*) is proprietary or private information.

FORM TITLE:

COURTESY CALL NOTIFICATION CHECKLIST

FORM NO.

1903.011DD

REV.

025-05-0

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 49 of 69 CHANGE: 025-05-0
---------------------------------	---	------------------------------------

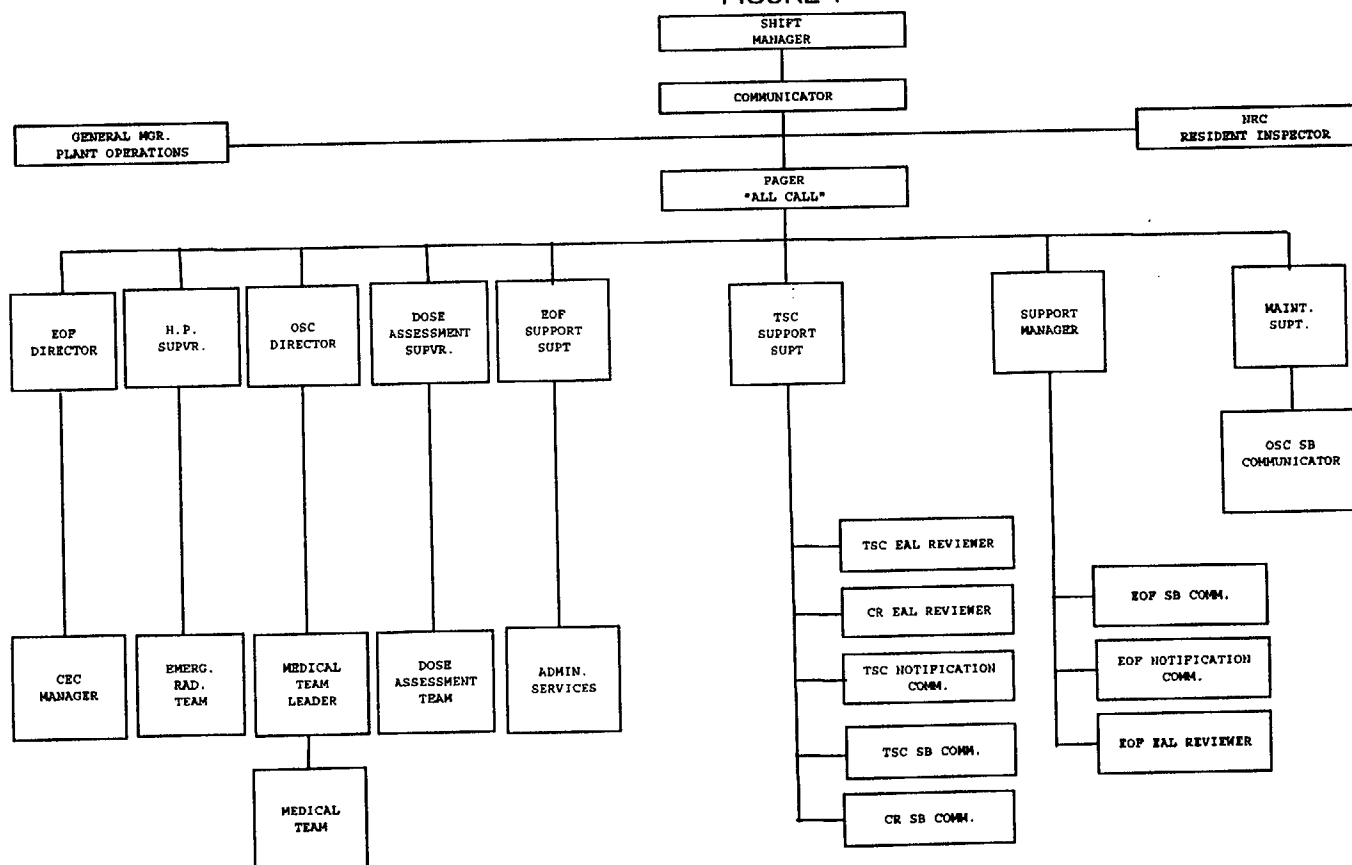
ATTACHMENT 5

ALTERNATE ERO NOTIFICATION SCHEME

This attachment is meant to provide guidance for notification to the Emergency Response Organization if:

- A. An Alert or higher emergency class is declared,
AND
 - B. The Computerized Notifications System is out-of-service.
- 1.0 As directed by the person in Emergency Direction and Control, the communicator will initiate notifications to the ERO.
 - 1.1 Use the 'All Call' pager number from the Emergency Telephone Directory or the Emergency Response Duty Roster to access all of the ERO pagers.
 - 1.2 Transmit the numeric message of '1111' for Unit 1 ('333' for Unit 1 drill) or '2222' for Unit 2 ('444' for Unit 2 drill) by pressing the numbers on a touch-tone phone keypad.
 - 2.0 Further notification responsibilities are denoted by Figure 1.
 - 3.0 Each person who staffs an ERO position shall implement tasks in accordance with applicable Emergency Response Facility Procedures 1903.064 - 1903.067.

FIGURE 1



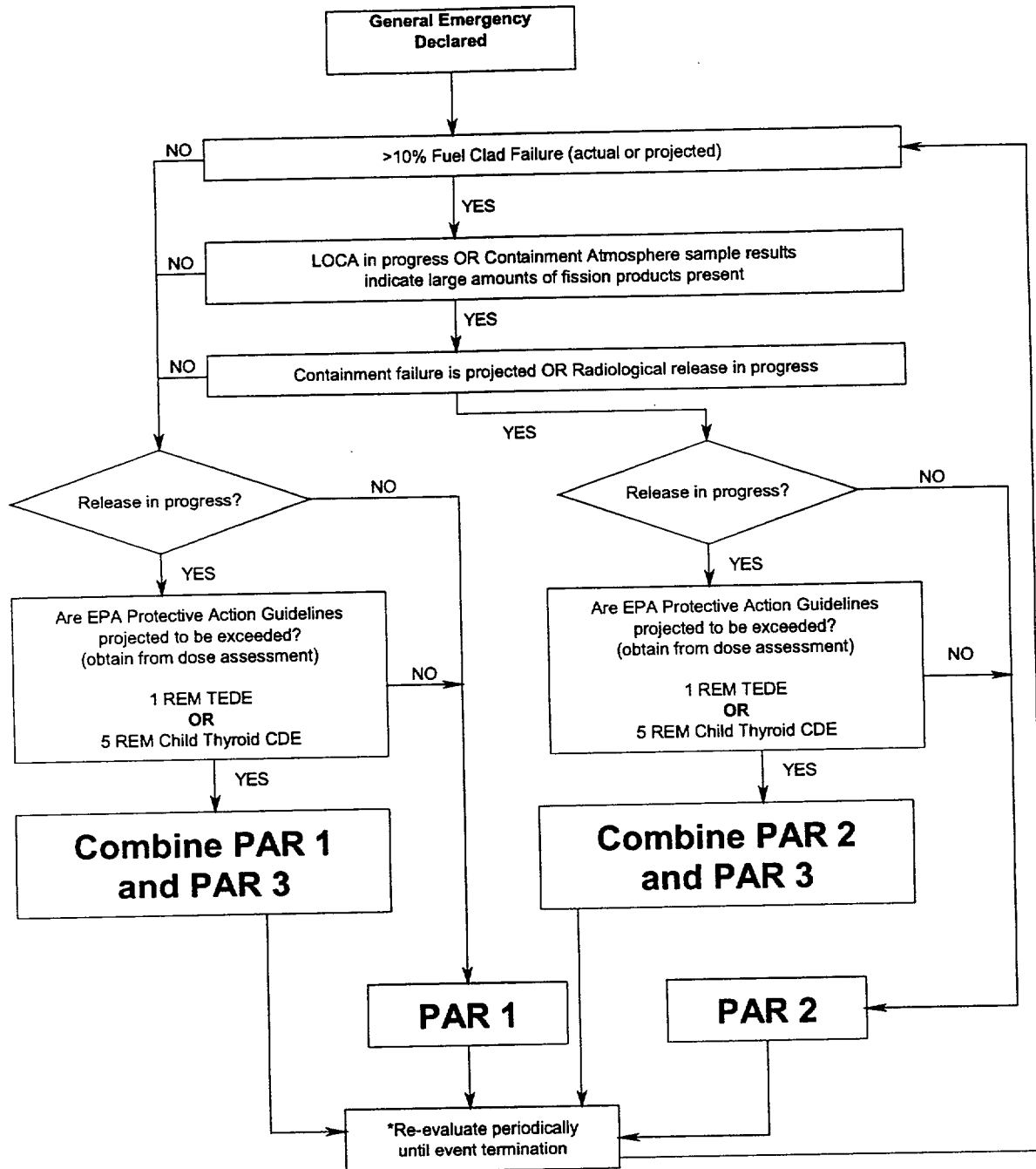
PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 50 of 69 CHANGE: 025-05-0
---------------------------------	---	------------------------------------

Page 1 of 4

ATTACHMENT 6

PROTECTIVE ACTION RECOMMENDATIONS (PAR) FOR GENERAL EMERGENCY

This flowchart is to be used as a guide for determining PAR s. Actual PAR s are listed on the following pages of Attachment 6.



* Re-evaluate PAR recommendations whenever plant conditions or radiological conditions change.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 51 of 69 CHANGE: 025-05-0
--	---	--

Page 2 of 4

ATTACHMENT 6

PROTECTIVE ACTION RECOMMENDATIONS (PAR)
FOR
GENERAL EMERGENCY

PAR No. 1

IF plant conditions meet the following criteria:

- General Emergency declared

THEN, recommend evacuating a 2 mile radius and 5 miles downwind, and sheltering the remainder of the 10 mile EPZ. Determine the affected zones for the PAR from the chart given below.

	Wind Direction (from)	Evacuate Zones	Shelter Zones
	348.75 to 11.25	G U	Remainder of EPZ
	11.25 to 33.75	G R U	Remainder of EPZ
	33.75 to 56.25	G R U	Remainder of EPZ
	56.25 to 78.75	G R U	Remainder of EPZ
	78.75 to 101.25	G N O R	Remainder of EPZ
	101.25 to 123.75	G N O R	Remainder of EPZ
	123.75 to 146.25	G K N O	Remainder of EPZ
	146.25 to 168.75	G K N O	Remainder of EPZ
	168.75 to 191.25	G K N	Remainder of EPZ
	191.25 to 213.75	G K	Remainder of EPZ
	213.75 to 236.25	G K	Remainder of EPZ
	236.25 to 258.75	G H K	Remainder of EPZ
	258.75 to 281.25	G H K	Remainder of EPZ
	281.25 to 303.75	G H K U	Remainder of EPZ
	303.75 to 326.25	G H U	Remainder of EPZ
	326.25 to 348.75	G H U	Remainder of EPZ

IF there is a radiological release associated with this event,
THEN combine PAR 1 with PAR 3.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 52 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

Page 3 of 4

ATTACHMENT 6

PROTECTIVE ACTION RECOMMENDATIONS (PAR) FOR GENERAL EMERGENCY

PAR No. 2

IF plant conditions meet the following criteria:

- General Emergency declared
AND
- > 10% Fuel Clad Failure (actual or projected)*
AND
- LOCA in progress OR Containment Atmosphere sample results indicate large amounts of fission products present;
AND
- Containment failure is projected OR Radiological release is in progress

THEN, recommend evacuating a 5 mile radius and 10 miles downwind. Recommend sheltering affected zones which cannot be evacuated prior to plume arrival (if known) and the remainder of the 10 mile EPZ. Determine the affected zones for the PAR from the chart given below.

Wind Direction (from)	Evacuate Zones	Shelter Zones
348.75 to 11.25	G H K N O R S T U	Remainder of EPZ
11.25 to 33.75	G H K N O Q R S U	Remainder of EPZ
33.75 to 56.25	G H K N O Q R S U	Remainder of EPZ
56.25 to 78.75	G H K N O Q R S U	Remainder of EPZ
78.75 to 101.25	G H K N O P Q R U	Remainder of EPZ
101.25 to 123.75	G H K N O P Q R U	Remainder of EPZ
123.75 to 146.25	G H K M N O P R U	Remainder of EPZ
146.25 to 168.75	G H K M N O P R U	Remainder of EPZ
168.75 to 191.25	G H K M N O P R U	Remainder of EPZ
191.25 to 213.75	G H K L M N O R U	Remainder of EPZ
213.75 to 236.25	G H J K L M N O R U	Remainder of EPZ
236.25 to 258.75	G H I J K L M N O R U	Remainder of EPZ
258.75 to 281.25	G H I J K L N O R U	Remainder of EPZ
281.25 to 303.75	G H I J K N O R U	Remainder of EPZ
303.75 to 326.25	G H I J K N O R S T U	Remainder of EPZ
326.25 to 348.75	G H I K N O R S T U	Remainder of EPZ

IF there is a radiological release associated with this event,
THEN combine PAR 2 with PAR 3.

NOTE

Data from Attachment 7 and Attachment 8 may be more current than information obtained from Reactor Engineering.

*Refer to Att. 7 (Unit 1) or Att. 8 (Unit 2) OR if available, obtain an assessment of cor damage from Reactor Engineering. Use available trend data when assessing the potential for >10% Fuel Clad Failure.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 53 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

Page 4 of 4

ATTACHMENT 6

PROTECTIVE ACTION RECOMMENDATIONS (PAR)
FOR
GENERAL EMERGENCY

PAR No. 3

IF plant conditions meet the following criteria:

- General Emergency declared
AND
- EPA Protective Action Guidelines are projected to be exceeded.
 - 1 Rem TEDE
OR
 - 5 Rem Child Thyroid CDE

THEN give the following Protective Action Recommendation.

EVACUATE: *Zones projected to exceed the EPA Protective Action Guidelines (obtain from dose assessment)
AND
Zones from PAR 1 or PAR 2 (dependent upon plant conditions).

SHELTER: Remainder of the 10 mile EPZ

*Dose assessment PAR s will be initially provided by the Initial Dose Assessor in the Control Room. When the Dose Assessment Team becomes operational in the EOF, the Dose Assessment team will provide this information.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 54 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

ATTACHMENT 7

Page 1 of 4

CORE FUEL DAMAGE ASSESSMENT
UNIT 1

- 1.0 Determine the average power for the unit for the last 30 days.

Average Power = _____ %

- 2.0 Determine Fuel Factor

Fuel = 100% ÷ Average Power
Factor

NOTE

Fuel damage determinations based on the containment radiation monitors assumes a minimum of 30 days at 100 percent power. The corrected R/hr will correct monitor readings in the event the unit has not run at 100 percent for the required time.

CAUTION

- * In the absence of a significant containment temperature transient, monitor readings should be considered valid.
- * In the event of a significant containment temperature transient, monitor readings may be erratic for a short duration (Ref.IN-97-45, Supplement 1)

- 3.0 Determine corrected containment radiation level from the following monitors:

3.1 RE-8060 R/hr × Fuel Factor (from step 2)

3.2 RE-8061 R/hr × Fuel Factor (from step 2)

- 4.0 Determine hours since shutdown.

NOTE

Graphs 1 and 2 are listed in tabular data form on page 4 of 4 as an aid in this attachment.

- 5.0 IF containment spray IS in operation,
THEN use graph, page 2 of 4, or Table 1, page 4 of 4, of this attachment to determine fuel damage.

- 6.0 IF containment spray IS NOT in operation,
THEN use graph, page 3 of 4, or Table 2, page 4 of 4, of this attachment to determine fuel damage.

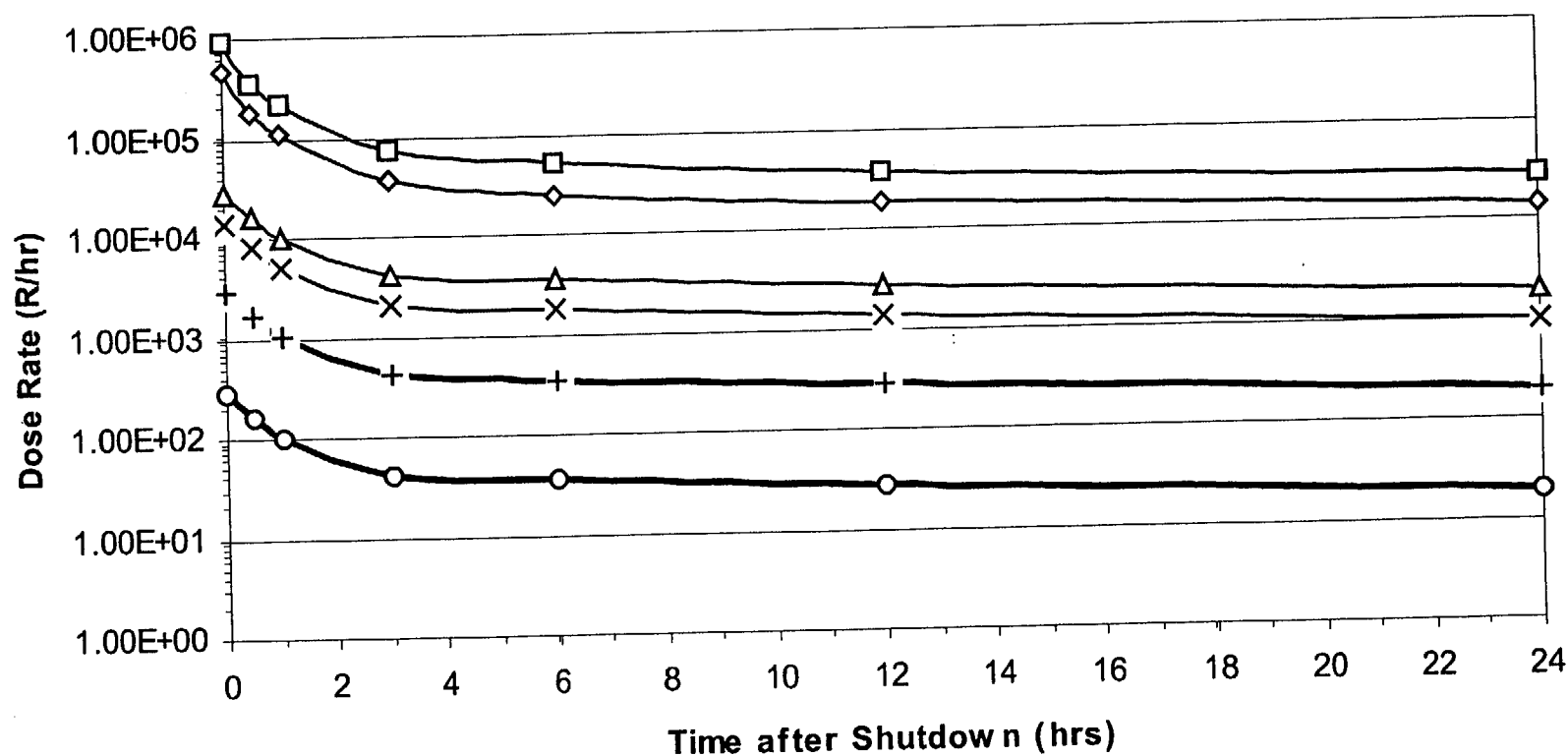
PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 55 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

ATTACHMENT 7

Page 2 of 4

ANO-1 Radiation Monitor (RE-8060, RE-8061) Readings WITH Containment Spray

CF = Clad Failure, FO = Fuel Overheat



—○— 1% CF —+— 10% CF —x— 50% CF —△— 100% CF —◇— 50% FO —□— 100% FO

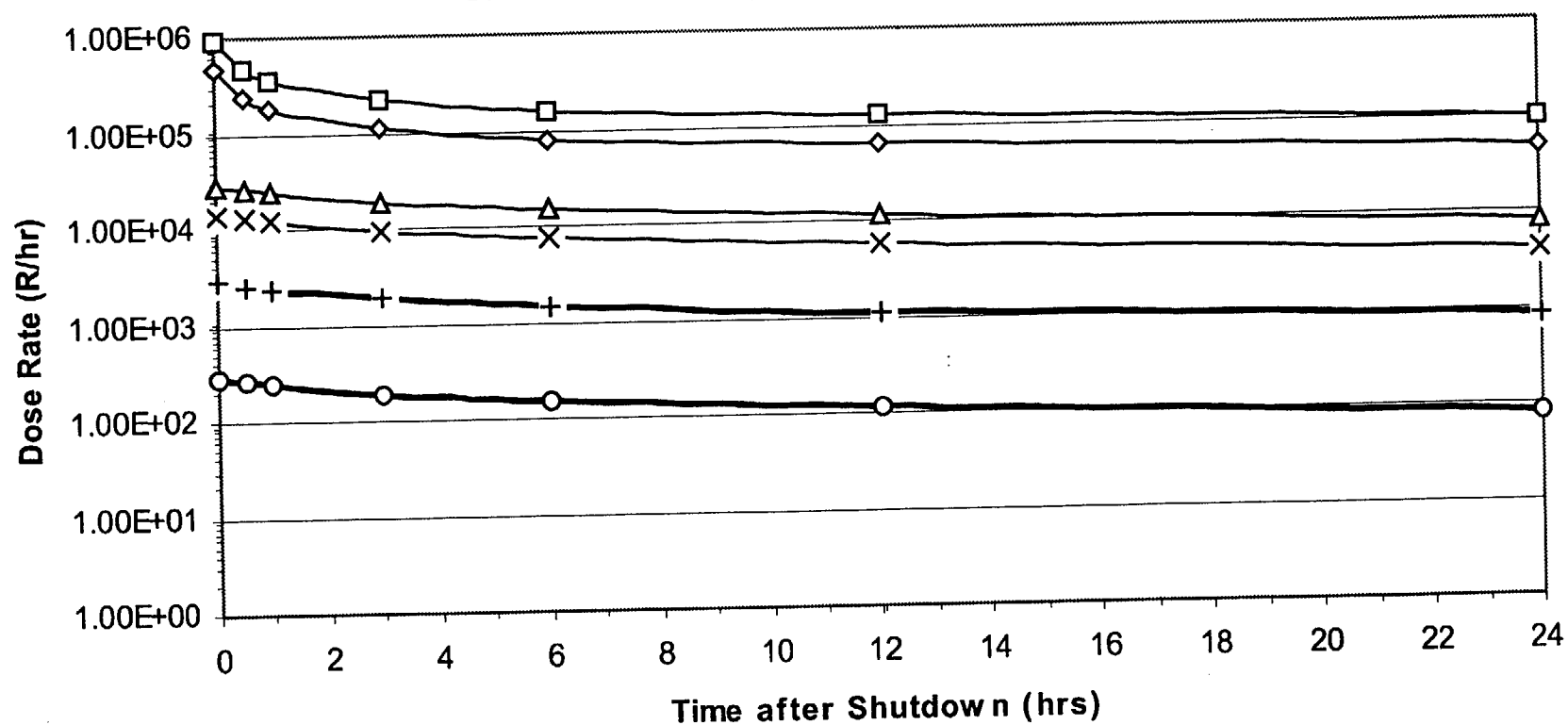
PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 56 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

ATTACHMENT 7

Page 3 of 4

ANO-1 Radiation Monitor (RE-8060, RE-8061) Readings WITHOUT Containment Spray

CF = Clad Failure, FO = Fuel Overheat



—○— 1% CF —+— 10% CF —x— 50% CF —△— 100% CF —◇— 50% FO —□— 100% FO

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 57 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

ATTACHMENT 7

Page 4 of 4

Table 1 ANO-1 Dose Rates vs Time WITH Containment Spray

TIME	1% CF	10% CF	50% CF	100% CF	50% FO	100% FO
0.0	283.0	2829.8	14149.1	28298.2	456280.0	912560.0
0.5	166.5	1665.0	8325.2	16650.5	178433.2	356866.4
1.0	102.3	1023.3	5116.3	10232.6	109331.2	218662.4
3.0	42.3	423.0	2114.9	4229.9	37576.9	75153.8
6.0	34.7	347.3	1736.6	3473.2	25217.3	50434.6
12.0	27.2	272.3	1361.4	2722.8	18789.8	37579.5
24.0	19.8	198.4	992.2	1984.3	14380.5	28761.0
48.0	13.6	136.0	679.8	1359.6	10674.4	21348.8
96.0	9.6	95.6	477.8	955.7	7539.0	15077.9
192.0	6.0	60.2	301.2	602.5	4843.1	9686.2

Table 2 ANO-1 Dose Rates vs Time WITHOUT Containment Spray

TIME	1% CF	10% CF	50% CF	100% CF	50% FO	100% FO
0.0	283.0	2829.8	14149.1	28298.2	456280.0	912560.0
0.5	258.7	2587.0	12935.1	25870.2	228527.2	457054.4
1.0	237.6	2376.3	11881.3	23762.6	182265.6	364531.2
3.0	185.9	1858.6	9293.2	18586.5	107276.4	214552.8
6.0	149.6	1496.0	7480.0	14960.0	78861.2	157722.4
12.0	114.4	1144.1	5720.4	11440.9	61978.4	123956.8
24.0	82.5	824.8	4123.9	8247.8	47418.8	94837.6
48.0	57.4	574.1	2870.3	5740.7	34471.4	68942.7
96.0	40.2	401.8	2009.1	4018.2	22469.0	44938.1
192.0	26.5	264.5	1322.7	2645.5	11713.7	23427.4

Time is in hours since shutdown

DOSE RATES are in R/hr

CF is Clad Failure Incident

FO is Fuel Overheat Incident

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 58 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

ATTACHMENT 8

Page 1 of 4

CORE FUEL DAMAGE ASSESSMENT
UNIT-2

1.0 Determine the average power for the unit for the last 30 days.

Average Power = _____ %

2.0 Determine Fuel Factor

Fuel = 100% ÷ Average Power
Factor

NOTE

Fuel damage determinations based on the containment radiation monitors assumes a minimum of 30 days at 100 percent power. The corrected R/hr will correct monitor readings in the event the unit has not run at 100 percent for the required time.

CAUTION

- * In the absence of a significant containment temperature transient, monitor readings should be considered valid.
- * In the event of a significant containment temperature transient, monitor readings may be erratic for a short duration (Ref. IN-97-45, Supplement 1)

3.0 Determine corrected containment radiation level from the following monitors:

3.1 2RY-8925-1 R/hr × Fuel Factor (from step 2)

3.2 2RY-8925-2 R/hr × Fuel Factor (from step 2)

4.0 Determine hours since shutdown.

NOTE

Graphs 1 and 2 are listed in tabular data form on page 4 of 4 of this attachment.

5.0 IF containment spray IS in operation,
THEN use graph, page 2 of 4, or Table 1, page 4 of 4, of this attachment to determine fuel damage.

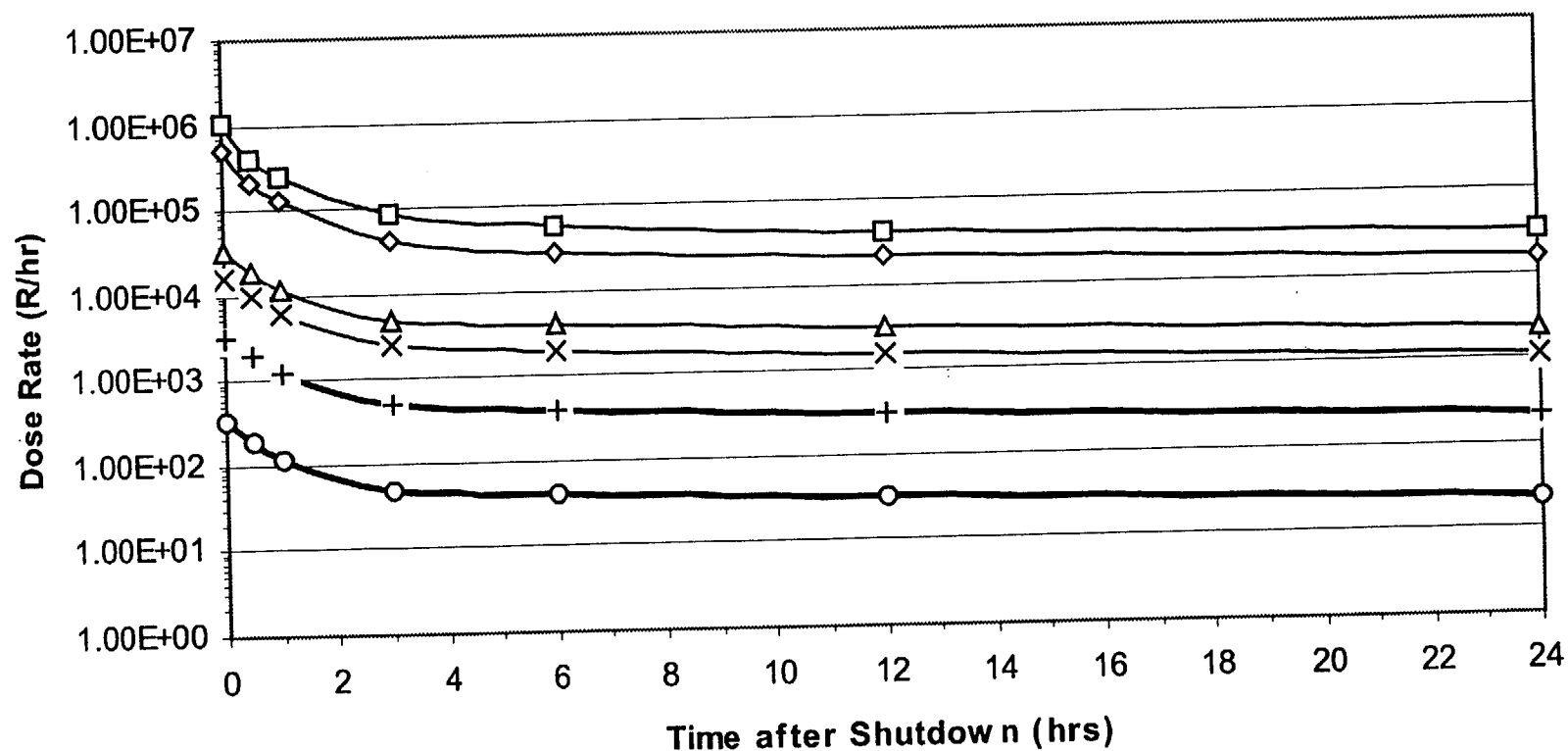
6.0 IF containment spray IS NOT in operation,
THEN use graph, page 3 of 4, or Table 2, page 4 of 4, of this attachment to determine fuel damage.

ATTACHMENT 8

Page 2 of 4

ANO-2 Radiation Monitor (2RY-8925-1, 2RY-8925-2) Readings WITH
Containment Spray

CF = Clad Failure, FO = Fuel Overheat



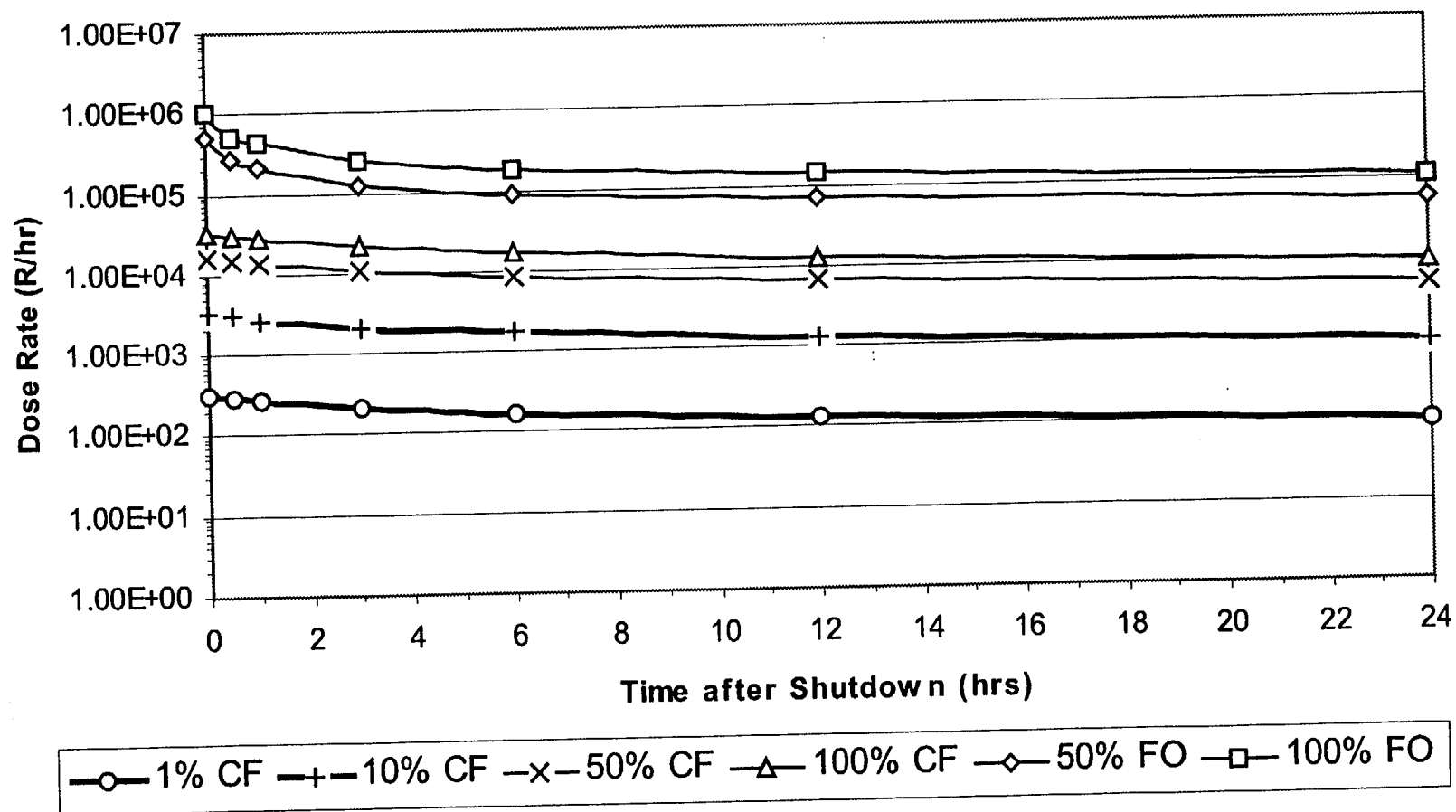
—○— 1% CF —+— 10% CF —x— 50% CF —△— 100% CF —◇— 50% FO —□— 100% FO

ATTACHMENT 8

Page 3 of 4

ANO-2 Radiation Monitor (2RY-8925-1, 2RY-8925-2) Readings WITHOUT Containment Spray

CF = Clad Failure, FO = Fuel Overheat



PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 61 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

ATTACHMENT 8

Page 4 of 4

Table 1 ANO-2 Dose Rates vs Time WITH Containment Spray

<u>TIME</u>	<u>1% CF</u>	<u>10% CF</u>	<u>50% CF</u>	<u>100% CF</u>	<u>50% FO</u>	<u>100% FO</u>
0.0	321.6	3215.7	16078.5	32157.0	518500.0	1037000.0
0.5	189.2	1892.1	9460.5	18921.0	202765.0	405530.0
1.0	116.3	1162.8	5814.0	11628.0	124240.0	248480.0
3.0	48.1	480.7	2403.4	4806.7	42701.0	85402.0
6.0	39.5	394.7	1973.4	3946.8	28656.0	57312.0
12.0	30.9	309.4	1547.1	3094.1	21352.0	42704.0
24.0	22.5	225.5	1127.5	2254.9	16341.5	32683.0
48.0	15.5	154.5	772.5	1545.0	12130.0	24260.0
96.0	10.9	108.6	543.0	1086.0	8567.0	17134.0
192.0	6.8	68.5	342.3	684.6	5503.5	11007.0

Table 2 ANO-2 Dose Rates vs Time WITHOUT Containment Spray

<u>TIME</u>	<u>1% CF</u>	<u>10% CF</u>	<u>50% CF</u>	<u>100% CF</u>	<u>50% FO</u>	<u>100% FO</u>
0.0	321.6	3215.7	16078.5	32157.0	518500.0	1037000.0
0.5	294.0	2939.8	14699.0	29398.0	259690.0	519380.0
1.0	270.0	2700.3	13501.5	27003.0	207120.0	414240.0
3.0	211.2	2112.1	10560.5	21121.0	121905.0	243810.0
6.0	170.0	1700.0	8500.0	17000.0	89615.0	179230.0
12.0	130.0	1300.1	6500.5	13001.0	70430.0	140860.0
24.0	93.7	937.3	4686.3	9372.5	53885.0	107770.0
48.0	65.2	652.4	3261.8	6523.5	39172.0	78344.0
96.0	45.7	456.6	2283.1	4566.1	25533.0	51066.0
192.0	30.1	300.6	1503.1	3006.2	13311.0	26622.0

Time is in hours since shutdown

DOSE RATES are in R/hr

CF is Clad Failure Incident

FO is Fuel Overheat Incident

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 62 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

[ATTACHMENT 9]

Page 1 of 5

[Computerized Notification System (CNS) Instructions]

- Section 1: Emergency Class Notification Using the CNS
Section 2: Post-trip Notification Using the CNS
Section 3: Non-Emergency/Off-Normal Notification Using the CNS
Section 4: Confirming CNS Operation
Section 5: Stopping a Scenario
Section 6: Returning the CNS to Standby

NOTE

Upon loss of off-site power, Unit 2 would have to start CNS from the Unit 1 Terminal.

NOTE

The CNS terminal has an automatic screen-blanking feature. If the screen is blank, press any key to restore the screen.

Section 1: Emergency Class Notification Using the CNS

1. At the Application: Communicator: Password Entry screen, type "0002".
2. Press [Enter].
3. At the Application: Communicator: Main Menu screen, highlight "Execution" using the right or left arrow keys.
4. Press [Enter].
5. Using the up or down arrow keys, highlight "Scenario Control".
6. Press [Enter].
7. At the Application: Communicator: Scenario Activation Control screen, highlight the appropriate scenario using the up or down arrow keys.
8. Press [Enter].
9. A list of options will appear. Using the up or down arrow keys, highlight the option "Start this scenario".
10. Press [Enter].
11. At the prompt "Confirm Scenario start? (Y/N): N ", enter "Y".
12. Press [Enter] to start the scenario.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 63 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

[ATTACHMENT 9]

Page 2 of 5

Section 1: Emergency Class Notification Using the CNS (Continued)

13. Observe the Application: Communicator: Scenario Activation Control screen. Check that the scenario status changes to "Active".
14. The scenario will run until all positions are filled, the scenario duration elapses or it is stopped by the operator.
15. If you want to confirm CNS operation, go to Section 4 of this attachment.

Section 2: Post-Trip Notification Using the CNS

NOTE

The CNS terminal has an automatic screen-blanking feature. If the screen is blank, press any key to restore the screen.

1. At the Application: Communicator: Password Entry screen, type "0002".
2. Press [Enter].
3. At the Application: Communicator: Main Menu screen, highlight "Execution" using the right or left arrow keys.
4. Press [Enter].
5. Using the up or down arrow keys, highlight "Scenario Control".
6. Press [Enter].
7. At the Application: Communicator: Scenario Activation Control screen, highlight the appropriate scenario using the up or down arrow keys.
8. Press [Enter].
9. A list of options will appear. Using the up or down arrow keys, highlight the option "Start this scenario".
10. Press [Enter].
11. At the prompt "Confirm scenario start? (Y/N): N ," enter "Y".
12. Press [Enter] to start the scenario.
13. Observe the Application: Communicator: Scenario Activation Control Screen. Check that the scenario status changes to "Active."
14. The scenario will run until all positions are filled, the scenario duration elapses or it is stopped by the operator.
15. If you want to confirm CNS operation, go to Section 4 of this attachment.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 64 of 69 CHANGE: 025-05-0
-------------------------------------	--	--

Page 3 of 5

[ATTACHMENT 9]

Section 3: Non-Emergency/Off-Normal Notification Using the CNS

NOTE

The CNS terminal has an automatic screen-blanking feature. If the screen is blank press any key to restore the screen.

NOTE

You must use the phone to start the scenarios covered by this section.

1. Dial 3683 from any touch-tone phone. While the system is speaking the "Hello" segment, enter 0002 followed by the pound sign (#).
2. You will hear, "Enter your scenario number followed by the pound sign."
3. Enter the scenario number (100 for Unit 1 or 200 for Unit 2) followed by the pound sign (#).
4. You will hear, "You entered (scenario number). Is that correct? Press 9 for YES or 6 for NO."
5. Press 9 for YES or 6 for NO. If you press 9 the system will continue scenario activation. If you press 6 the system will repeat the prompt for the scenario number.
6. After pressing 9 for YES you will hear, "The scenario will be queued as a(n) (Emergency, Drill, or Test). When you are ready to record your message, please press the star and the pound keys on your phone."
7. When you are ready to record your message, press the star (*) and the pound (#) keys.
8. You will hear, "Record your message at the tone. Push the pound key when you are finished."
9. Record the message. Press [#] when you are done.
10. You will hear, "You said ... (the system will speak your recorded message). Is that correct? Press 9 for YES or 6 for NO."
11. If you press 9 for YES the system will continue scenario activation. If you press 6 for NO the system will repeat the prompt to record the message.
12. After pressing 9 for YES you will hear, "Your selected scenario, (scenario number) will now be sent. Are you sure this is what you want to do? Press 9 for YES or 6 for NO."
13. If you press 9 for YES the system will continue scenario activation. If you press 6 for NO you will hear, "Thank you. Goodbye." The system will end the call without starting the scenario.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 65 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

Page 4 of 5

[ATTACHMENT 9]

Section 3: Non-Emergency/Off-Normal Notification Using the CNS (Continued)

14. After pressing 9 for YES, you will hear, "Thank you. Goodbye." The system will end the call and start the scenario.
15. Any further scenario control functions must be performed at the keyboard.
16. If you want to confirm CNS operation, go to Section 4 of this attachment.

Section 4: Confirming CNS Operation

Using the Scenario Monitor:

1. IF you are at the Application: Communicator: Scenario Activation Control screen,
THEN perform the following
 - a. Press [Esc]
 - b. Go to step 6.
2. At the Application: Communicator: Password Entry screen enter '0002'.
3. Press [Enter].
4. At the Application: Communicator: Main Menu screen highlight "Execution" using the left or right arrow keys.
5. Press [Enter].
6. Highlight "Scenario Monitor" using the up or down arrow keys.
7. Press [Enter].
8. The Scenario Monitor will show the status of the scenario that is currently running or that has most recently been run.
9. Observe the Scenario Monitor screen. Check that the system is attempting to contact personnel.
10. Press [Esc] to exit the Scenario Monitor.

Using the Status Screen:

1. At any screen press [Ctrl 2]. You must use the number pad.
2. The Status Screen will show the phone lines.
3. Observe the Status screen. Check that the system is making and receiving calls.
4. Press [Ctrl 1] (using the number pad) to return to the system operation screens.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 66 of 69 CHANGE: 025-05-0
---------------------------------	--	------------------------------------

Page 5 of 5

[ATTACHMENT 9]

Section 4: Confirming CNS Operation (Continued)

Using the Reports

1. The system will print a report every 5 minutes.
2. Check the reports to see that personnel are responding to the CNS.

Section 5: Stopping a Scenario

1. At the Application: Communicator: Main Menu screen, highlight "Scenario Control" (if not already highlighted) using the up or down arrows.
2. Press [Enter].
3. Using the up or down arrow keys, highlight the scenario to be stopped.
4. Press [Enter].
5. A list options will appear. Highlight the option "Stop this scenario."
6. Press [Enter].
7. At the prompt "Confirm scenario stop? (Y/N): N" enter "Y".
8. Press [Enter].
9. Observe the Application: Communicator: Scenario Activation Control screen. Check that the scenario status changes to "Completed".

Section 6: Returning the CNS to Standby

1. Press [Esc] as many times as necessary to return to the Application: Communicator: Main Menu.
2. At the Application: Communicator: Main Menu highlight "Exit" using the left or right arrow keys.
3. Press [Enter].
4. At the prompt "Exit to system" press [Enter].
5. The system should return to the Application: Communicator: Password Entry screen.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 67 of 69 CHANGE: 025-05-0
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ATTACHMENT 10

Page 1 of 2

Notification Instructions

AUTHENTICATION

If challenged by the Arkansas Department of Health (ADH) or the Department of Emergency Management (DEM) communicator to identify yourself, use the DEM Emergency Action Authenticator to provide the proper two-digit response.

TIME REQUIREMENTS

Emergency Class Declaration:

The ADH shall be notified within 15 minutes of an emergency class declaration, change (upgrade or downgrade), or termination.

A Followup Notification to the ADH is required within approximately 30 minutes after an Initial Notification.

A Followup Notification is required within one hour after the previous Followup Notification.

The Nuclear Regulatory Commission (NRC) shall be notified immediately after notification of the ADH and NOT later than one hour following the declaration of an emergency class.

Courtesy Calls:

The ADH shall be notified as soon as practical but no later than four hours following the event.

The NRC shall be notified immediately following the ADH but no later than four hours following the event.

INSTRUCTIONS

Form 1903.011Y, "Emergency Class Initial Notification Message":

1. Number messages sequentially from the initial notification at the beginning of the event to the event termination message.
2. Wind speed and direction are obtained from the RDACS System Status screen (preferred), chart recorders in the Unit 1 Control Room, or the Dardanelle Dam Control Room.

Protective Action Recommendations (PARs) are obtained from

- Dose Assessment personnel
- the REAM in the EOF, or
- Attachment 6.

3. Self-explanatory.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 68 of 69 CHANGE: 025-05-0
-------------------------------------	--	--

ATTACHMENT 10

Page 2 of 2

Form 1903.011Z, "Emergency Class Followup Notification Message"

1. Number messages sequentially from the initial notification at the beginning of the event to the event termination message.
2. Self-explanatory.
3. Self-explanatory.
4. Self-explanatory.
5. Self-explanatory.
6. Self-explanatory.
7. Protective Action Recommendations (PARs) are obtained from
 - Dose Assessment personnel
 - the REAM in the EOF, or
 - Attachment 6.
8. Self-explanatory.
9. Self-explanatory.
10. Enter a brief status of the other unit. This should include; but is not limited to; power level (if operating), shutdown status, emergency classes, etc.
11. Wind speed and direction are obtained from the RDACS System Status screen (preferred), chart recorders in the Unit 1 Control Room, or the Dardanelle Dam Control Room.

Stability Class is obtained from the RDACS System Status screen (preferred) or Dose Assessment personnel.
12. If a radiological release is occurring, the expected duration is obtained from the Shift Manager or the TSC Director.
13. The type of release is obtained from Dose Assessment personnel or the REAM.

The release rate is obtained from Dose Assessment personnel or the REAM.

The estimate of projected off-site dose is obtained from Dose Assessment personnel or the REAM.
14. The type of release is obtained from Dose Assessment personnel or the REAM.
15. Self-explanatory.

PROC./WORK PLAN NO. 1903.011	PROCEDURE/WORK PLAN TITLE: EMERGENCY RESPONSE/NOTIFICATIONS	PAGE: 69 of 69 CHANGE: 025-05-0
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ATTACHMENT 11

Non-Emergency Notifications of Off-Normal Events

When directed by the Shift Manager to complete this attachment, perform the following steps:

1. For Courtesy Calls and other Non-Emergency/Off-Normal Events, activate the appropriate "Non-Emergency/Off-Normal Event" scenario using the Computerized Notification System" (CNS) to notify designated Entergy management and the NRC Resident Inspector. Refer to CNS instructions on Attachment 9, Section 3.
2. Monitor CNS to ensure it is functioning properly and review reports generated by CNS.
3. IF CNS fails,
THEN provide notification to the following Entergy and NRC representatives via telephone. You should attempt to notify all of the representatives listed below. Some individuals may be unavailable;; however, this is a courtesy notification for information only and not a requirement:

Operations Manager of the affected unit(s)
Plant Manager of the affected unit(s)
General Manager Plant Operations
Vice President, Operations
EOF Director
TSC Director
NRC Resident Inspector
Communications Manager
CEC Manager
Duty Emergency Planner

If this method is used, document successful contacts in the station log.

4. Report to the Shift Manager when the above actions have been completed.