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A045

NUCLEAR BUSINESS UNIT
EMERGENCY PLAN IMPLEMENTING PROCEDURES
March 15, 2001
CHANGE PAGES FOR
REVISION #88

PSE&O
CONTROL
COPY # EPIPO59

The Table of Contents forms a general guide to the current revision of each section of the Administrative EPIPs. The changes that are made in this TOC Revision #88 are shown below. Please check that your revision packet is complete and remove the outdated material listed below:

ADD			REMOVE		
Page	Description	Rev.	Page	Description	Rev.
All	TOC	88	All	TOC	87
All	EPIP 1008	18	All	EPIP	17
All	NC.EP-AP.ZZ-1014	2	All	NC.EP-AP.ZZ-1014	01

PSEG NUCLEAR EMERGENCY PLAN
ADMINISTRATIVE PROCEDURES
TABLE OF CONTENTS
March 15, 2001

PSEG
CONTROL

EMERGENCY PREPAREDNESS ADMINISTRATIVE PROCEDURES

COPY # EP1059

		Revision Number	Number Pages	Effective Date
PLAN, EPIP, ECG ADMINISTRATION:				
EPIP 1001	Revision and Development of PLAN/EPIPs/ECG.....	2	12	02/02/96
EPIP 1002	Distribution of PLANS/EPIPs/ECG...	2	4	05/01/98
EPIP 1003	Review and Approval of PLAN/EPIPs/ECG.....	11	12	05/10/96
EPIP 1004	Format of PLAN/EPIPs/ECG.....	4	12	02/02/96
EPIP 1005	Emergency Preparedness Deficiency/Revision Tracking.....	4	3	05/01/98
FACILITIES AND EQUIPMENT:				
EPIP 1006	Emergency Equipment Inventory (Radiation Protection).....	22	D	05/12/00
NC.EP-AP.ZZ-1006	Emergency Equipment Inventory (Radiation Protection)...	0	64	05/12/00
EPIP 1007	EOF/ENC Supply & Locker Inventory.....	17	12	04/25/97
EPIP 1008	Emergency Communications Drills.....	18	33	03/15/01
EPIP 1009	Emergency Response Callout Test Procedure.....	11	5	02/27/98
EPIP 1010	ERF Status Boards.....	6	52	10/25/96
TRAINING:				
EPIP 1011	Maintenance of Emergency Response Organization.....	14	17	11/16/99
EPIP 1012	Preparation, Conduct, and Evaluation of Emergency Preparedness Annual Exercises.....	6	27	12/18/98
EPIP 1013	Emergency Response Personnel Telephone List.....	45	D	06/23/99
EPIP 1014	Emergency Preparedness Classroom Training Administration.....	2	D	06/23/99
NC.EP-AP.ZZ-1014	Emergency Preparedness Classroom Training Administration..	2	17	03/15/01

**PSEG NUCLEAR EMERGENCY PLAN
ADMINISTRATIVE PROCEDURES
TABLE OF CONTENTS
March 15, 2001**

EPIP 1015	PC Dose Assessment Software Control.....	6	D	06/12/00
NC.EP-AP.ZZ-1015	PC Dose Assessment Software Control	0	6	06/12/00

EMERGENCY SUPPORT EQUIPMENT:

EPIP 1016	Test Procedures for EOF Backup Generator, Vent System and HVAC Filter Replacement.....	7	46	06/12/00
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PSEG NUCLEAR BUSINESS UNIT

EPIP 1008 – REV. 18

EMERGENCY COMMUNICATIONS PLAN

SPONSOR ORGANIZATION: Emergency Preparedness

PSE&G

CONTROL

COPY # EPIP059

REVISION SUMMARY:

1. Revised pager numbers in Attachments 8a, 8b, and 9 – new pager vendor.

IMPLEMENTATION REQUIREMENTS:

Effective Date: 3/15/01

APPROVED: (See last page for signatures)

**PSEG NUCLEAR EMERGENCY PLAN
ADMINISTRATIVE PROCEDURE**

**EMERGENCY COMMUNICATIONS DRILL
EPIP 1008**

1. Action Level

Communications drills required to be conducted by an Emergency Preparedness Group Work Activity Surveillance.

2. Individuals Who Will Implement This Procedure:

Emergency Preparedness Staff Member
Operations Superintendent (OS)/Designee - SGS (Att. 10)
Operations Superintendent (OS)/Designee - HCGS (Att. 11)

3. Action Statements

THE EMERGENCY PREPAREDNESS GROUP STAFF MEMBER SHALL:

- 3.1 Upon implementation of this procedure, record the date and Work Surveillance number.

Date: _____ Work Surv. Number: _____

- 3.2 Refer to Table 1 and select the appropriate attachment for the requested communications test.

- 3.3 Review all test results ensuring all problems or deficiencies are corrected and/or reported to the Nuclear Help Desk at (856) 339-5555.

4. References

1. PSEG Nuclear Emergency Plan, Section 15, Exercises and Drills.

5. Attachments

1. Communications Drill Checklist Federal, New Jersey and Delaware State, county and local governments - all Emergency Response Facilities.
2. NRC/FTS 2000 Communications Test
3. EPM group tests, Federal and State.
4. Telecopier tests, CR, TSC, EOF.
- 4a. Telecopy Test Form.
5. Full fan out New Jersey and Delaware.
- 5a. Full fan out Telecopy Form.
6. PSEG Nuclear Facilities and Communications Response Team.
7. Emergency News Center (ENC) Communications Drill
- 8a. Emergency Response Data System (ERDS) Test - Salem Unit 1
- 8b. Emergency Response Data System (ERDS) Test - Salem Unit 2
9. Emergency Response Data System (ERDS) Test - Hope Creek

6. Signature Page

TABLE 1
COMMUNICATIONS DRILLS

	<u>DRILL TITLE</u>	<u>FREQUENCY</u>	<u>ATTACHMENT</u>
1.	Salem/Hope Creek OS, TSC, EOF initiated drills to federal, state, county and local governments.	Monthly	1
2.	NRC/FTS 2000 Communications Test	Monthly	2
3.	EPM initiated line tests other federal and state agencies	Monthly	3
4.	Telecopier tests - CR, TSC, EOF and other federal and state agencies	Monthly	4
5.	Full fan out notification	Annually	5
6.	PSEG Nuclear facilities	Annually	6
7.	Emergency News Center (ENC)	Annually	7
8.	Emergency Response Data System (ERDS) Test with NRC - Salem Unit 1	Quarterly	8a
9.	Emergency Response Data System (ERDS) Test with NRC - Salem Unit 2	Quarterly	8b
10.	Emergency Response Data System (ERDS) Test with NRC - Hope Creek	Quarterly	9

ATTACHMENT 1
COMMUNICATIONS DRILL CHECKLIST
FEDERAL, NEW JERSEY & DELAWARE STATE, COUNTY & LOCAL GOVERNMENTS
COMMUNICATION CHECKLIST - ALL EMERGENCY RESPONSE FACILITIES

1. The Emergency Preparedness Representative shall:

Initiate a test call monthly for each of the following locations.
Repeat the following message:

"THIS IS A TELEPHONE TEST. THIS IS _____ FROM SALEM AND HOPE CREEK
GENERATING STATIONS CONDUCTING A MONTHLY TELEPHONE
COMMUNICATIONS TEST.

HOW DO YOU HEAR ME? (PAUSE FOR RESPONSE) I HEAR YOU LOUD AND CLEAR
(OR THE QUALITY OF TRANSMISSION).

THIS COMPLETES THE COMMUNICATIONS TEST. THANK YOU FOR YOUR
COOPERATION."

2. Notify the following agencies from NETS lines in the locations indicated using the test message above.

Primary Lines	NETS Number	SAT/ UNSAT	Date/Time	Location From:
Del. State Police	5406			SALEM OPS SUPERINTENDENT OFFICE
NJSP Comm. Sgt.	5400			
Del. DEMA	5407			SALEM TECHNICAL SUPPORT CENTER (TSC)
Salem County EOC	5402			
Cumberland Cnty. EOC	5403			HOPE CREEK OPS SUPERINTENDENT OFFICE
New Castle County EOC	5408			
Kent County EOC	5409			HOPE CREEK TECH SUPPORT CENTER (TSC)
Lower Alloways Creek	5404			
Del. State Police	5406			COMMON EMERGENCY OPERATIONS FACILITY (EOF)
NJSP Comm. Sgt.	5400			

If all circuits are satisfactory, proceed to step 3 below. If any of the circuits are found to be unsatisfactory, request repair of circuit by calling the Nuclear Help Desk at (856) 339-5555.

ATTACHMENT 1 (cont.)

3. Describe any unsatisfactory transmissions/corrective actions taken.
4. Forward all completed forms to Emergency Preparedness, mail code N37.

ATTACHMENT 2

NRC/FTS 2000 COMMUNICATIONS DRILL CHECKLIST

1. The Emergency Preparedness Representative shall:

Notify the NRC from the direct lines in the locations indicated below using the following message:

"THIS IS A TELEPHONE TEST. THIS IS _____ FROM SALEM AND HOPE CREEK GENERATING STATIONS CONDUCTING A MONTHLY TELEPHONE COMMUNICATIONS TEST. HOW DO YOU HEAR ME? (PAUSE) I HEAR YOU LOUD AND CLEAR. PLEASE CALL BACK TO VERIFY THIS INSTRUMENT IS WORKING. THIS COMPLETES THE COMMUNICATIONS TEST. THANK YOU FOR YOUR COOPERATION."

2. Test the FTS 2000 lines by placing a call from the following locations using the test message above.

FTS 2000 LINES	FTS NUMBER	SAT/UNSAT	DATE/TIME	LOCATION FROM:
SALEM ENS	700-361-3864			U/I CONTROL ROOM
SALEM ENS	700-361-3864			U/II CONTROL ROOM
SALEM ENS	700-361-3864			SALEM OS OFFICE
SALEM ENS	700-361-3864			SALEM TSC CM1
SALEM ENS	700-361-3864			SALEM TSC CM2
SALEM HPN	700-361-3859			SALEM TSC RAC
SALEM HPN	700-361-3859			SALEM TSC RP STAFF
SALEM RSCL	700-361-3862			SALEM TSC TSTL
SALEM PMCL	700-361-3858			SALEM TSC CHEM

FTS 2000 LINES	FTS NUMBER	SAT/UNSAT	DATE/TIME	LOCATION FROM:
HC ENS	700-361-7139			HC CONTROL ROOM
HC ENS	700-361-7139			HC OS OFFICE
HC ENS	700-361-7139			HC TSC CM1
HC ENS	700-361-7139			HC TSC CM2
HC HPN	700-361-7135			HC TSC RAC
HC HPN	700-361-7135			HC TSC RP STAFF
HC RSCL	700-361-7136			HC TSC OPS/ENG
HC PMCL	700-361-7137			HC TSC CHEM

ATTACHMENT 2 (cont'd)

FTS 2000 LINES	FTS NUMBER	SAT/UNSAT	DATE/TIME
EOF ENS	700-361-3874		
EOF ENS	700-361-3874		
EOF HPN	700-361-3871		
EOF HPN	700-361-3871		
EOF RSCL	700-361-3873		
EOF PMCL	700-361-3876		
EOF MCL	700-361-3872		
EOF LAN	700-361-3875		

3. If any of the FTS 2000 lines are found to be unsatisfactory, call the NRC Duty Officer on one of the following back-up lines to complete the test and to notify the NRC of the failure.
 - a. 301-816-5100 or b. 301-951-0550
4. Describe any unsatisfactory transmissions/actions taken:
5. Forward all completed forms to Emergency Preparedness, mail code N37.

ATTACHMENT 3
EMERGENCY PREPAREDNESS GROUP TESTS, FEDERAL AND STATE

1. The Emergency Preparedness Representative shall initiate a test call monthly for each of the following locations. Repeat the following message:

"THIS IS A TELEPHONE TEST. THIS IS _____ FROM HOPE CREEK AND SALEM GENERATING STATIONS CONDUCTING A TELEPHONE COMMUNICATIONS TEST.

HOW DO YOU HEAR ME? (PAUSE FOR RESPONSE) I HEAR YOU LOUD AND CLEAR (OR THE QUALITY OF TRANSMISSION). THIS COMPLETES THE COMMUNICATIONS TEST. THANK YOU FOR YOUR COOPERATION."

2. Notify the following agencies from the EP office telephones for circuit verification. Repeat the above test message for each agency.

Secondary Lines	Number	SAT/UNSAT	Date/Time	Person Contacted
NJSP Comm. Sgt.	(609) 882-4201			
Del. State Police	(302) 659-2341			
Del. DEMA	(302) 659-3362			
Salem County EOC	(856) 769-2959			
Cumberland County EOC	(856) 455-8770			
New Castle County EOC	(302) 738-3131			
Kent County EOC	(302) 736-2222			
Lower Alloways Creek	(856) 935-7300			

Line Name	Circuit Tel. No.	SAT/UNSAT	Date/Time	Person Contacted
NOAA Weather Station	(609) 261-6600			
US Coast Guard Philadelphia, PA	(215) 271-4940			
PA Emergency Management Agency	(717) 651-2001			
MC Civil Defense	(410) 517-3600			
D.O.E. Brookhaven	(631) 344-2200			
NRC Backup to ENS (Commercial Line)*	301-816-5100 <u>or</u> 301-951-0550			

ATTACHMENT 3 (cont'd)

3. * Report any failed NRC Back Up circuits to the NRC.
 - a. 301-816-5100 or b. 301-951-0550
4. Describe any unsatisfactory transmissions/actions taken:
5. Forward all completed forms to Emergency Preparedness, Mail Code N37.

ATTACHMENT 4
TELECOPY DRILL WORKSHEET
FEDERAL, NEW JERSEY - DELAWARE STATE, COUNTY
AND LOCAL GOVERNMENTS

1. The Emergency Preparedness Representative shall initiate a monthly telecopier test from Hope Creek and Salem Generating Station's emergency response facilities to each of the following locations.
2. Transmit Telecopy Test Message Form, Attachment 4a, from each facility to the following agencies:

Location From Control Room:	Telephone Number	HOPE CREEK SAT/UNSAT Date/Time	SALEM SAT/UNSAT Date/Time
NJSP	5413		
DEMA	5419		
BNE	5411		
EOF	5035		
HC – TSC	5216		
SGS – TSC	5114		

Location From TSC:	Telephone Number	HOPE CREEK SAT/UNSAT Date/Time	SALEM SAT/UNSAT Date/Time
NJSP	5413		
DEMA	5419		
BNE	5411		
EOF	5035		

ATTACHMENT 4 (cont)

Location From EOF:	Telephone Number	SAT/UNSAT	Date/Time
NJSP	5413		
DEMA	5419		
BNE	5411		
HC – TSC	5216		
SGS – TSC	5114		

3. Any unsatisfactory transmissions should be retested using the test message from step 2 above.

If service/repair of a telecopier is required, call the Nuclear Help Desk at (856) 339-5555.

4. Describe any unsatisfactory transmission/corrective actions taken:

5. Forward all completed forms to Emergency Preparedness, Mail Code N37.

Completed by: _____ Date:

ATTACHMENT 4a
TELECOPY TEST MESSAGE FORM

THIS IS A TEST. THIS IS A TELECOPIER TRANSMISSION TEST FROM HOPE CREEK AND
SALEM GENERATING STATIONS EMERGENCY RESPONSE FACILITIES. NO FURTHER
ACTION IS REQUIRED.

FROM:

TIME:

DATE:

HOPE CREEK
CONTROL ROOM

HOPE CREEK - TSC

SALEM
CONTROL ROOM

SALEM - TSC

HOPE CREEK/SALEM
- EOF -

TEST

ATTACHMENT 5
COMMUNICATIONS DRILL CHECKLIST
FULL FAN OUT - NEW JERSEY & DELAWARE

1. The Emergency Preparedness Representative will contact both states at least one week prior to the annual graded exercise to conduct a drill of the Full Fan Out Communications Network. This drill will provide a final communications check prior to the exercise.
2. Contact the New Jersey State Police Communications Sergeant on the NETS line from Hope Creek/Salem Generating Station Control Room and/or telephone (609) 882-4201 and the Delaware State Police on the NETS line or telephone (302) 739-5851 to alert them to receive a telecopy message.
3. Transmit Full Fan Out Telecopy Form Attachment 5a, using "Group A" Button on the telecopier.
4. After the message has been transmitted, verify receipt with follow up telephone calls and complete the following:

New Jersey State Police

(name of recipient)

Drill Coordinator

Date/Time

Copy Quality	
Sat	Unsat
_____	_____

Delaware State Police

(name of recipient)

Drill Coordinator

Date/Time

Copy Quality	
Sat	Unsat
_____	_____

5. Describe any discrepancies/corrective actions taken:
6. Return this form when completed to Emergency Preparedness, Mail Code N37.

ATTACHMENT 5a

FULL FAN OUT TELECOPY FORM

THIS IS A TEST MESSAGE FORM PROVIDED FOR TELECOPY USE

**"THIS IS A TEST. THIS IS THE COMMUNICATOR AT _____
(SPECIFY STATION)"**

**PLEASE INITIATE A FULL FAN OUT COMMUNICATIONS TEST OF YOUR AGENCIES.
WHEN FULLY ACTIVATED THIS TEST SHALL BE CONSIDERED COMPLETE. THANK
YOU FOR YOUR COOPERATION. THIS IS A TEST."**

_____/
DATE TIME

NAME

ATTACHMENT 6
PSEG NUCLEAR EMERGENCY PLAN
COMMUNICATIONS DRILL CHECKLIST
PSEG NUCLEAR FACILITIES & COMMUNICATIONS: RESPONSE TEAMS

1. The Emergency Preparedness Representative will ensure testing is performed within PSEG Nuclear facilities using the Nuclear Emergency Telecommunications System (NETS).
2. EP Representative will contact the Operations Superintendent (OS) to prearrange testing for an acceptable time/date. The EP Representative shall initiate phone calls/call back from the Control Room and OSC to each facility listed below, when manned.

Repeat the following message:

"THIS IS A COMMUNICATIONS TEST. THIS IS _____, HOW DO YOU HEAR ME? (PAUSE FOR RESPONSE) I HEAR YOU LOUD AND CLEAR (OR THE QUALITY OF VOICE TRANSMISSION)." The same communications test should then be performed with the callee initiating the call, followed by, "THIS COMPLETES THE COMMUNICATIONS TEST."

FROM/TO	NETS #	SAT	UNSAT	CALLER	TIME	DATE
HC OS <____> HC TSC	5224/5200					
HC CR <____> HC TSC	5221/5201					
HC CR <____> HC OSC	5221/5226					
HC CR <____> EOF	5221/5012					
HC OSC <____> HC TSC	5226/5202					
HC OSC <____> HC CP	5226/5230					
HC TSC <____> EOF (RSM)	5202/5001					
HC TSC <____> EOF (SSM)	5200/5012					
HC TSC <____> EOF (TSM)	5201/5007					
SGS TSC <____> EOF (RSM)	5102/5001					
SGS TSC <____> EOF (SSM)	5100/5012					
SGS TSC <____> EOF (TSM)	5101/5007					
SGS OS <____> SGS TSC	5127/5100					
SGS CR1 <____> SGS TSC	5120/5100					
SGS CR2 <____> SGS TSC	5123/5100					
SGS OSC <____> SGS TSC	5128/5100					
SGS OSC <____> SGS CP	5128/5132					

3. The remaining NETS telephones shall be tested by calling another NETS telephone close by, verify ringing and quality of voice transmission. Then reverse the process and perform call back.
4. Describe any unsatisfactory condition/corrective actions taken:
5. Forward all completed forms to Emergency Preparedness, Mail Code N37.

ATTACHMENT 7
EMERGENCY NEWS CENTER COMMUNICATIONS CHECKLIST

1. Test the ENC NETS and Commercial telephones listed below. Promptly report any failed circuits by calling the PSEG Nuclear Help Desk (856) 339-5555. Return all completed paperwork to EP (N37).

LOCATION	NETS	SAT/UNSAT	COMMERCIAL	SAT/UNSAT
ENC LEADS ROOM	5314 5303 5313 5318 (FAX) 5316	 	(856) 273-1948 (856) 273-0695	
PSEG OPERATIONS ROOM	5300 5301	 	(856) 273-0062 -0188 -0282 -0386 -0479 -0586 -1961 -2261	
MEDIA MONITOR ROOM	5302			
NRC/FEMA ROOM	5310 5311 5312 5308	 	(856) 273-0992 -1049 -1179	
NEW JERSEY ROOM	5320 5321 5322 5304	 	(856) 273-1263 -1395 -4999 FAX -3380 -1690 -7227 -8691 -1883 -9703 -0792	
DELAWARE ROOM	5323 5305	 	(856) 273-1474 -0881 -1593	

ATTACHMENT 7 (cont.)

MEDIA/PRESS ROOM			
COMMERCIAL CIRCUIT	SAT/UNSAT	COMMERCIAL CIRCUIT	SAT/UNSAT
(856) 273-2539	_____	(856) 273-2873	_____
(856) 273-2690	_____	(856) 273-3156	_____
(856) 273-2691	_____	(856) 273-3257	_____
(856) 273-2774	_____	(856) 273-3379	_____
(856) 273-2787	_____	(856) 273-0607	_____

(PERFORMED BY)

(DATE COMPLETED)

ATTACHMENT 8a
EMERGENCY RESPONSE DATA SYSTEM (ERDS)
QUARTERLY TEST WITH NRC - SALEM UNIT 1

1. Upon receipt of appropriate recurring task, Operations Superintendent (OS)/designee shall direct an Operator to implement this attachment on the date specified.

NOTE

Salem Units 1 and 2 will be tested on Wednesday of the third full week (during first month) of each quarter; between 0800 hrs. and 1600 hrs. The first week of a quarter is taken to be the first entire work week (Monday to Friday). Any scheduled test days that fall on Federal holidays will be rescheduled to Friday of the same week.

The Operator implementing this attachment shall:

Initials

- _____ 2. Contact the NRC Test Monitor at 301-415-5015 and
NCO provide the following message:

"This is _____ at Salem Generating Station.
(your name)

I will be activating the Salem Unit 1 ERDS for the quarterly test. Are you ready for the test to commence?"

If **READY**, request the NRC Test Monitor to contact you at the end of the test.
(Provide a callback number; e.g., Unit 1: 856-339-5201).

If **NOT READY**, establish a call back time to perform the test:

_____ (Call Back Time) (Name of NRC Test Monitor)

ATTACHMENT 8a (CONT.)

- NCO** h. Record the following information for Unit 1 test:

Test date:_____ Test start time:

- NCO** h. After NRC concurrence is obtained, begin the ERDS test as follows:

- h. Proceed to an SPDS terminal in the Unit 1 Control Room and press the **<UNIT MASTER MENU>** key.
- h. Press the **<ERDS>** key; the ERDS menu will appear.
- h. Verify satisfactory communications status by observing the following indications:

ERDS LINK STATUS	"NOT ACTIVATED"
ERDS COMPUTER STATUS	"OKAY"

- h. If communication status is not as required by the previous step, do not continue ERDS activation. Skip to step 7 in this procedure and inform the Digital Systems Group of the discrepancy.
- h. Press the **<SHIFT>** and **<1>** keys to select "ACTIVATE ERDS COMMUNICATION".
- h. When prompted to confirm, type a **<Y>** and then, press the **<RETURN>** key to execute; "ERDS ACTIVATION ACCEPTED" will display.
- h. Observe activation sequence messages on lower half of the screen (next to ERDS LINK STATUS):

**DIALING
TRANSMITTING DATA**

NOTE

During the testing process, the NRC will interrupt the data transmission to test the automatic reconnect feature of the system. No operator action is required.

ATTACHMENT 8a (CONT.)

Initials

- h. Inform CRS of successful ERDS activation status (i.e., ERDS LINK STATUS display would indicate, "TRANSMITTING DATA".)

OR

If ERDS activation is not successful, inform the CRS and then request support from Digital Systems Group per Step 7.

NOTE Refer to ECG RAL 11.7.1.C

- i. SPDS Terminal now can be used as needed. DO NOT terminate ERDS transmission until notified by the NRC that the ERDS test is complete.
- j. When all phases of the test are complete, the NRC will request ERDS Termination; at that time, proceed to Termination section below.

EMERGENCY RESPONSE DATA SYSTEM (ERDS) - TERMINATION

5.
NCO

When directed by the NRC, terminate Emergency Response Data System (ERDS) transmission as follows:

- a. Return to the SPDS terminal in the Unit 1 Control Room and press the **<UNIT MASTER MENU>** key.
- b. Press the **<ERDS>** key; the ERDS menu will appear.
- c. Press the **<SHIFT>** and **<2>** keys to select "TERMINATE ERDS COMMUNICATION".
- d. When prompted to confirm, type a **<Y>** and then, press the **<RETURN>** key to execute; "ERDS TERMINATION ACCEPTED" will display.
- e. Observe deactivation sequence messages on the lower half of the screen under ERDS LINK STATUS:

ATTACHMENT 8a (cont.)

**TERMINATING
NOT ACTIVATED**

NOTE:

Once ERDS is deactivated (i.e., NOT ACTIVATED) do not attempt to reactivate ERDS within seven minutes of termination or the NRC's computer may lockup, causing any attempts to reactivate ERDS to be unsuccessful.

Initials

- f. Inform the CRS when ERDS Termination is successful; (i.e., ERDS LINK STATUS will indicate, "NOT ACTIVATED").

OR

If ERDS Termination is not successful, request support from the Digital Systems Group. (Contacts are listed in Step 7.)

- g. Record **TEST COMPLETION** Time here:

6. If problems were noted during the test, record the results below; (indicate
NCO any identified by the NRC). If no problems were noted, circle: "No Problems
Noted" below:

Unit 1 Test Date: _____ Test Time:

Problems Noted During the Test:

No Problems Noted - (circle if applicable)

ATTACHMENT 8a (cont.)

Initials

NCO

7. Report any problems noted to the Digital Systems Group by contacting one of the following individuals: (Circle Name of Individual Contacted)

Name

Office Extension

Pager

a. Jack Southers

x 5630

877-550-8020

b. Jeff Porter

x 3414

877-502-0893

NCO

8. Document who performed and reviewed the test results below:

Test performed by: _____ on _____
(Name) (Date)

Test reviewed by: _____ on _____
(SRO Name) (Date)

NOTE

Documentation must be retained by the Document/Records Management Group.

SRO

9. Attach all documentation to the work order package ensuring proper close out and processing by the Planning Department and Records Management Group.

ATTACHMENT 8b
EMERGENCY RESPONSE DATA SYSTEM (ERDS)
QUARTERLY TEST WITH NRC - SALEM UNIT 2

1. Upon receipt of appropriate recurring task, the Operations Superintendent (OS)/designee shall direct an Operator to implement this attachment on the date specified.

NOTE

Salem Units 1 and 2 will be tested on Wednesday of the third full week (during first month) of each quarter; between 0800 hrs. and 1600 hrs. The first week of a quarter is taken to be the first entire work week (Monday to Friday). Any scheduled test days that fall on Federal holidays will be rescheduled to Friday of the same week.

The Operator implementing this attachment shall:

Initials

- _____ 2. Contact the NRC Test Monitor at 301-415-5015 and
NCO provide the following message:

**"This is _____ at Salem Generating Station.
(your name)**

I will be activating the Salem Unit 2 ERDS for the quarterly test. Are you ready for the test to commence?"

If READY, request the NRC Test Monitor to contact you at the end of the test. (Provide a callback number; e.g., Unit 2: 856-339-5202).

If NOT READY, establish a call back time to perform the test:

(Call Back Time) (Name of NRC Test Monitor)

ATTACHMENT 8b (CONT.)

3. Record the following information for Unit 2 test:
NCO
Test date:_____ Test start time:
4. After NRC concurrence is obtained, begin the ERDS test
NCO as follows:
- a. Proceed to an SPDS terminal in the Unit 2 Control Room and press the <UNIT MASTER MENU> key.
 - b. Press the <ERDS> key; the ERDS menu will appear.
 - c. Verify satisfactory communications status by observing the following indications:

ERDS LINK STATUS	"NOT ACTIVATED"
ERDS COMPUTER STATUS	"OKAY"
 - d. If communication status is not as required by the previous step, do not continue ERDS activation. Skip to step 7 in this procedure and inform the Digital Systems Group of the discrepancy.
 - e. Press the <SHIFT> and <1> keys to select "ACTIVATE ERDS COMMUNICATION".
 - f. When prompted to confirm, type a <Y> and then, press the <RETURN> key to execute; "ERDS ACTIVATION ACCEPTED" will display.
 - g. Observe activation sequence messages on lower half of the screen (next to ERDS LINK STATUS):

DIALING TRANSMITTING DATA

NOTE

During the testing process, the NRC will interrupt the data transmission to test the automatic reconnect feature of the system. No operator action is required.

ATTACHMENT 8b (CONT.)

Initials

- h. Inform CRS of successful ERDS activation status (i.e., ERDS LINK STATUS display would indicate, "TRANSMITTING DATA".)

OR

If ERDS activation is not successful, inform the CRS and then request support from Digital Systems Group per Step 7.

NOTE Refer to ECG RAL 11.7.1.C

- i. SPDS Terminal now can be used as needed. DO NOT terminate ERDS transmission until notified by the NRC that the ERDS test is complete.
- j. When all phases of the test are complete, the NRC will request ERDS Termination; at that time, proceed to Termination section below.

EMERGENCY RESPONSE DATA SYSTEM (ERDS) - TERMINATION

5. When directed by the NRC, terminate Emergency Response Data System (ERDS) transmission as follows:

NCO

- a. Return to the SPDS terminal in the Unit 2 Control Room and press the **<UNIT MASTER MENU>** key.
- b. Press the **<ERDS>** key; the ERDS menu will appear.
- c. Press the **<SHIFT>** and **<2>** keys to select "TERMINATE ERDS COMMUNICATION".
- d. When prompted to confirm, type a **<Y>** and then, press the **<RETURN>** key to execute; "ERDS TERMINATION ACCEPTED" will display.
- e. Observe deactivation sequence messages on the lower half of the screen under ERDS LINK STATUS:

ATTACHMENT 8b (cont.)

TERMINATING
NOT ACTIVATED

NOTE:

Once ERDS is deactivated (i.e., NOT ACTIVATED) do not attempt to reactivate ERDS within seven minutes of termination complete or the NRC's computer may lockup, causing any attempts to reactivate ERDS to be unsuccessful.

Initials

- f. Inform the CRS when ERDS Termination is successful; (i.e., ERDS LINK STATUS will indicate, "NOT ACTIVATED").

OR

If ERDS Termination is not successful, request support from the Digital Systems Group. (Contacts are listed in Step 7.)

- g. Record TEST COMPLETION Time here:

6. If problems were noted during the test, record the results below; (indicate
NCO If identified by the NRC). If no problems were noted, circle: "No Problems
Noted" below:

Unit 2 Test Date: _____ Test Time:

Problems Noted During the Test:

No Problems Noted - (circle if applicable)

ATTACHMENT 8b (cont.)

Initials

7. Report any problems noted to the Digital Systems Group
NCO by contacting one of the following individuals: (Circle Name of Individual
Contacted)

<u>Name</u>	<u>Office Extension</u>	<u>Pager</u>
a. Jack Southers	x 5630	877-550-8020
b. Jeff Porter	x 3414	877-502-0893

8. Document who performed and reviewed the test results
NCO below:

Test performed by: _____ on _____
(Name) (Date)

Test reviewed by: _____ on _____
(SRO Name) (Date)

NOTE

Documentation must be retained by the Document/Records Management Group.

9. Attach all documentation to the work order package ensuring proper close out
SRO and processing by the Planning Department and Records Management
Group.

ATTACHMENT 9

EMERGENCY RESPONSE DATA SYSTEM (ERDS) QUARTERLY TEST WITH NRC - HOPE CREEK

1. Upon receipt of appropriate recurring task, the Operations Superintendent (OS)/designee shall direct an Operator to implement this attachment on the date specified.

NOTE

The Hope Creek Unit will be tested on Thursday of the first full week (during first month) of each quarter; between 0800 hrs. and 1600 hrs. The first week of a quarter is taken to be the first entire work week - (Monday to Friday). Any scheduled test days that fall on Federal holidays will be rescheduled to Friday of the same week.

The Operator implementing this attachment shall:

Initials

- _____ 2. Contact the NRC Test Monitor at 301-415-5015 and
NCO/EO provide the following message:

"This is _____ at Hope Creek Generating
(Your Name)

Station. I will be activating the Hope Creek ERDS for the quarterly test.
Are you ready for the test to commence?"

If READY, request the NRC Test Monitor to contact you at the end of the test.
(Be sure to provide a call-back number; e.g., 856-339-3059).

If NOT READY, establish a call back time to perform the test:

(Call Back Time) (Name of NRC Test Monitor)

- _____ 3. Record the following information:
NCO/EO

Test date:_____ Test start time:

ATTACHMENT 9 (CONT.)

Initials

 4.
NCO/EO

After NRC concurrence is obtained, begin the ERDS test as follows:

- a. Proceed to an SPDS terminal in the Control Room and press the <ERDS> key; the ERDS menu will appear.
- b. Verify satisfactory communications status by observing the following indications:

ERDS LINK STATUS	"NOT ACTIVATED"
ERDS COMPUTER STATUS	"OKAY"

- c. If communication status is not as required by the previous step, do not continue ERDS activation. Skip to step 7 in this procedure and inform the Digital Systems Group of the discrepancy.
- d. Press the <PAGE UP> key to select "ACTIVATE ERDS COMMUNICATION".
- e. When prompted to confirm, type a <1> and then, press the <EXEC> key to execute; "ERDS ACTIVATION ACCEPTED" will display.
- f. Observe activation sequence messages on lower half of the screen (next to ERDS LINK STATUS):

DIALING TRANSMITTING DATA

NOTE

During the testing process, the NRC will interrupt the data transmission to test the automatic reconnect feature of the system. No operator action is required.

ATTACHMENT 9 (CONT.)

EMERGENCY RESPONSE DATA SYSTEM (ERDS) - TERMINATION

Initials

- g. Inform CRS of successful ERDS activation status (i.e., ERDS LINK STATUS display would indicate, "TRANSMITTING DATA").
OR

If ERDS activation is not successful, inform the CRS and then request support from Digital Systems Group per Step 7.

NOTE
Refer to ECG RAL 11.7.1.C

- h. SPDS Terminal now can be used as needed. DO NOT terminate ERDS transmission until notified by the NRC that the ERDS test is complete.
- i. When all phases of the test are complete, the NRC will request ERDS Termination; at that time, proceed to Termination section below.

5. When directed by the NRC, terminate Emergency Response Data System (ERDS) transmission as follows:

NCO/EO

- a. Return to the SPDS terminal in the Control Room and press the <ERDS> key; the ERDS menu will appear.
- b. Press the <PAGE DOWN> key; to select "TERMINATE ERDS COMMUNICATION".
- c. When prompted to confirm, type a "2" and then, press the <EXEC> key to execute; "ERDS TERMINATION ACCEPTED" will display.
- d. Observe deactivation sequence messages on the lower half of the screen under ERDS LINK STATUS:

TERMINATING NOT ACTIVATED

NOTE:

Once ERDS is deactivated, (i.e., NOT ACTIVATED) do not attempt to reactivate ERDS within seven minutes of termination complete or the NRC's computer may lockup, causing any attempts to reactivate ERDS to be unsuccessful.

ATTACHMENT 9 (CONT.)

Initials

- e. Inform the CRS when ERDS Termination is successful; (i.e., ERDS LINK STATUS will indicate, "NOTACTIVATED").

OR

If ERDS Termination is not successful, request support from the Digital Systems Group. (Contacts are listed in Step 7.)

- f. Record TEST COMPLETION Time here:

6. If problems were noted during the test, record the results below; (indicate
NCO/EO if identified by the NRC). If no problems were noted, circle: "No Problems
Noted" below:

Hope Creek Test Date: Test Time:

Problems Noted During the Test:

No Problems Noted - (circle if applicable)

7. Report any problems noted to the Digital Systems Group by
NCO/EO contacting one of the following individuals: (Circle Name of Individual
Contacted)

<u>Name</u>	<u>Office Extension</u>	<u>Pager</u>
a. Jack Southers	x 5630	877-550-8020
b. Jeff Porter	x 3414	877-502-0893

ATTACHMENT 9 (CONT.)

Initials

 8. Document who performed and reviewed the test results
NCO/EO below:

Test performed by: _____ on _____
(Name) (Date)

Test reviewed by: _____ on _____
(SRO Name) (Date)

NOTE

Documentation must be retained by the Document/Records Management Group.

 9. **Attach all documentation to the work order package ensuring proper close out and processing by the Planning Department and Records Management Group.**

SIGNATURE PAGE

Prepared By: Barbara Russell (Rev 12) 3/12/01
(If Editorial Revisions Only, Last Approved Revision) Date

Reviewed By: N/A _____
Station Qualified Reviewer Date

Reviewed By: N/A _____
Department Manager Date

Reviewed By: Q. W. Ben 3/12/01
Manager - EP Date

Reviewed By: N/A _____
Director - QA & Nuc. Trng./EP (If Applicable) Date

SORC Review and Station Approvals

N/A _____
Mtg. No. Salem Chairman

Date

N/A _____
Mtg. No. Hope Creek Chairman

Date

N/A _____
General Manager - Salem

Date

N/A _____
General Manager - Hope Creek

Date

Effective Date of this Revision is 3-15-01
Date

NC.EP-AP.ZZ-1014 (Q) Rev. 02

EMERGENCY PREPAREDNESS CLASSROOM TRAINING ADMINISTRATION

USE CATEGORY: **II**

PSE&G
CONTROL

COPY # EP1P059

REVISION SUMMARY:

Corrected typo and made editorial changes to Purpose, Table 1 Training/QG Matrix and QG title listing.

IMPLEMENTATION REQUIREMENTS

Issued for use. 3/15/01

APPROVED: _____


Manager – EP & IT

3/7/01
Date

APPROVED: _____

N/A
Vice President - Operations

Date

EMERGENCY PREPAREDNESS CLASSROOM TRAINING ADMINISTRATION

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page</u>
1.0	PURPOSE	2
2.0	PREREQUISITES	2
3.0	PRECAUTIONS AND LIMITATIONS.....	2
	3.1 Individuals Who Will Implement This Procedure	2
	3.2 Expectation for all ERO Members.....	2
4.0	EQUIPMENT REQUIRED	2
5.0	PROCEDURE.....	2
	5.1 ERO Selection	2
	5.2 ERO Qualification	3
	5.3 EP Staff Qualification	5
	5.4 Training Material Content.....	6
	5.5 Training Material Development	6
	5.6 Training Records.....	7
6.0	RECORDS.....	7
7.0	REFERENCES	7
	7.1 Reference	7
	7.2 Cross-References	7
TABLES		
Table – 1	Emergency Plan Training/QG Matrix	8
Table – 2	Emergency Preparedness Course Content Description	15

1.0 PURPOSE

This document maintains the Emergency Preparedness (EP) training and qualification for the Nuclear Business Unit (NBU) Emergency Response Organization (ERO). This also gives guidance for EP Staff Qualification.

2.0 PREREQUISITES

None

3.0 PRECAUTIONS AND LIMITATIONS**3.1 Individuals Who Will Implement This Procedure**

3.1.1 Emergency Preparedness Supervisor (or designee).

3.1.2 Emergency Preparedness Instructional Staff.

3.1.3 Personnel assigned positions within the Nuclear Business Unit Emergency Preparedness Organization.

3.2 Expectation for all ERO Members

3.2.1 SCHEDULE and ATTEND training to maintain their ERO qualification.

3.2.2 Duty responders PARTICIPATE annually as a player, referee or observer in a drill, exercise, or mini drill.

3.2.3 Support responders PARTICIPATE as a player, referee or observer in a drill, exercise, or mini drill once every two years.

4.0 EQUIPMENT REQUIRED

None

5.0 PROCEDURE**5.1 ERO Selection**

5.1.1 All personnel should be selected for the ERO in accordance with the following:

- A. Manager's discretion of pre-requisite knowledge.
- B. ERO position description in Section 3 of the Emergency Plan and the directions provided in EPIP-1011, Maintenance of the Emergency Response Organization.
- C. Training requirements found in Section 16 of the Emergency Plan.

NOTE

In addition to their position specific training, all emergency responders who are not assigned to the Emergency News Center shall be trained and qualified in Fitness For Duty (FFD). All onsite ERO responders should be qualified in Radiation Worker Training (RWT). All onsite duty responders should be respirator qualified with the exception of personnel assigned to the Technical Support Center (TSC) and the Operation Support Center (OSC) clerk.

5.2 ERO Qualification

5.2.1 ERO members should meet the requirements for their position as specified on TABLE - 1, Emergency Plan Training/QG Matrix.

5.2.2 Notification of Training will be performed monthly by the EP Group.

- A. The EP Group sends a monthly training due notification to the ERO members and their manager/supervisor.
- B. This letter states that the ERO member qualification is due and provides direction on the actions needed to obtain/maintain ERO qualifications.
- C. The monthly notification will include a training schedule.
- D. Requalification should be on an annual basis with a three-month grace period.
- E. Managers of individuals who fail to maintain ERO qualifications by completing the required training within the required time should be notified.

5.2.3 ERO members should schedule and attend training in accordance with the requirements of their EP position.

- A. Use SAP to schedule for training and call EP to participate in a drill. If there are any questions call EP.
- B. Bargaining unit personnel should be scheduled by their supervision or Department Access Coordinators (DACs).
- C. Once scheduled for a class, individuals should provide one (1) week notice for class attendance cancellation.

5.2.4 Qualification guides which outline specific EP training activities for both initial and requal training are provided to ERO members when they are assigned as a member of the Emergency Response Organization (ERO) and annually thereafter. Annual Emergency Preparedness training is completed in accordance with ERO position specific qualification guides. Training methods may include classroom instruction, computer based

instruction, drill training/evaluation, individual knowledge discussions/evaluations, and are outlined in the ERO position specific Qualification Guides (QG).

- A. TABLE - 1, Emergency Plan Training/QG Matrix, outlines the ERO position specific qualification guides.
- B. Based on experience, the Manager – EP & IT, or designee, may waive qualification guide requirements. Such waivers should be noted and signed on the QG.

5.2.5 Successful completion of a classroom instruction course as part of a qualification guide is obtained by passing an evaluation with a grade of 80% or more.

- A. The evaluation may be formal written tests, oral exams, oral questions, on-the-job evaluations, observation of tasks performed or other methods to evaluate satisfactory comprehension.
- B. An individual who fails the evaluation should be given a remediation plan and second opportunity to complete the training and take another (different) evaluation.
- C. If an individual fails to pass the second evaluation, the individual's manager should be informed and the individual's manager and the Emergency Preparedness Manager should determine any additional actions to be taken.

5.2.6 Successful completion of the performance-based part of the qualification guide is based on the evaluator's judgment that the task is understood and can be or has been performed correctly. Personnel that sign a QG as an evaluator must be one of the following:

- A. An EP staff member with EP management's approval to evaluate the ERO position.
- B. An ERO member, coach or referee qualified in an equal or higher ERO position of the same general discipline.
- C. Have prior approval as a QG evaluator by the Manager – EP & IT or designee.

5.2.7 In addition to completion of ERO position specific qualification guides, ERO members are required to maintain access training qualifications based on the type and location of their ERO position. These access training requirements are considered prerequisites to being qualified as an ERO member and are outlined in EPIP-1011, Maintenance of the Emergency Response Organization. Example of access training that may be required dependent on the ERO position are:

- A. GET
- B. RWR
- C. FFD
- D. Respirator training, medical screening, and fit test.

NOTE

Personnel assigned to the ERO should verify their EP qualification status in SAP. Instructions on how to check your status in SAP are available on the EP Web page.

5.3 EP Staff Qualification

5.3.1 EP Staff qualification is based on the needs of the department.

- A. The EP Manager, or designee, will determine the needs.
- B. The qualification will be documented on a tracking form.

5.3.2 EP Instructor Qualification

- A. The Emergency Preparedness Supervisor or designee should verify the Subject Matter Expert's knowledge and instructional skills prior to conducting EP training.
- B. This expertise may be obtained through prior experience in EP or by participation in drills and exercises.
- C. Familiarity with related technical material is also required to attain this competency.
- D. All EP Instructors will maintain current instructor qualification in accordance with Nuclear Training Guidelines.
- E. When presenting materials for Operators the EP Instructor will be an Adjunct Instructor or a fully Qualified Instructor, otherwise a Qualified Instructor must observe the presentation.

5.4 Training Material Content

NOTE

The EP Overview Training Course is a subset of all EP Qualification Guides (QG) and may be completed by self study of a hard copy handout or by using, "EP Overview Computer Based Training (CBT)".

- 5.4.1 The basic contents of EP Training course modules are as listed in Table – 2 Emergency Preparedness Course Content Description.
- 5.4.2 Table 1, Emergency Plan Training/QG Matrix, defines which qualification guide is assigned to each ERO member. EP qualification guides are maintained by the EP Technical Analyst – Training and are available for review in the EP work area.

5.5 Training Material Development

- 5.5.1 The EP Group will develop lesson plans in accordance with the guidelines from the Nuclear Training Department requirements.
 - A. Instructional objectives are created based on a Job Task Analysis and should dictate the content of all lesson plans.
 - B. Class handouts may be developed to support the objectives in the lesson plans.
- 5.5.2 Each lesson plan is reviewed for technical accuracy and approved by the Emergency Preparedness Supervisor or designee.
 - A. Technical review and approval should not be by the author of the document.
 - B. The review and approval process for each lesson plan should be documented on a standard cover sheet used by the Nuclear Training Department.
- 5.5.3 Lesson plan(s) may be combined for individuals requiring training on more than one training course.
- 5.5.4 The EP Group will develop an evaluation method for the training courses offered.
 - A. Written tests shall be revised periodically to ensure the material is current and not compromised.
 - B. All tests should be maintained as not to compromise their contents.

- C. Tests should be kept securely stored to prevent unauthorized access except when in use. Tests should be protected by password when stored on computers.

5.5.5 Qualification Guides (QG) should be developed in accordance with the guidelines for a systematic approach to training by an instructor qualified per PSEG NTC criteria.

5.6 Training Records

5.6.1 All EP Trainers will submit all records of training to the records group at the Nuclear Training Department.

5.6.2 Record packages should include an attendance sheet, the student evaluations, and an evaluation key.

5.6.3 Additional items may include:

- A. A copy of all lesson materials for each new revision.
- B. A remediation plan for course failures.
- C. Marked up copies of lesson materials if entire course was not presented.
- D. Completed qualification guides

5.6.4 Immediate course feedback should be provided for all training activities.

- A. Completed forms should be reviewed for training enhancements.
- B. Completed comment forms should be forwarded to the Nuclear Training Department (NTD) in accordance with NTD procedures.

6.0 RECORDS

All training records should be kept IAW the NBU Records Management Program

7.0 REFERENCES

7.1 Reference

None

7.2 Cross-References

7.2.1 PSEG Nuclear Emergency Plan, Section 16.

TABLE - 1
EMERGENCY PLAN TRAINING/QG MATRIX
Page 1 of 6

COURSE/QG ¹	Qual Guide (QG) Number	MGMT	OPS LIC	RP ON	CHEM ON	RP EOF	RP DOSE	RP MON	TECH DUTY	OSC	OSC SUPV	COMM	ENC	SECR	ADMIN
POSITION/EP CODE															
Emergency Response Manager (ERM) / A1	1	X													
Site Support Manager (SSM) / A2	1	X													
Emergency Duty Officer (EDO) / A3	1	X													
Operations Superintendent (OS) / A4	2		X												
Emergency Preparedness Coordinator (EPC) / A5	1	X													
Nuclear Shift Technical Advisor (NSTA) / B1	2		X												
Control Room Supervisor (CRS) / B2	2		X												
Reactor Operator/Plant Operator (RO/PO) / B3	10&16		X												
Control Room Communicators (CM1/CM2) / B4	16											X			
Communicator - OPS Advisor (Hope Creek Only) / B4A	16											X			
Equipment Operators (EO) / B5	10&16									X					
Operations Support Center Coordinator (OSCC) / C1	9										X				
Scheduled Controls Technician (I&C) / C2	10									X					
Shift Controls Technician Electrical / C3	10									X					
OSC Operations Supervisor / C4A	9										X				

TABLE – 1 (Page 2 of 6)

COURSE/QG ¹	Qual Guide (QG) Number	MGMT	OPS LIC	RP ON	CHEM ON	RP EOF	RP DOSE	RP MON	TECH DUTY	OSC	OSC SUPV	COMM	ENC	SECR	ADMIN
POSITION/EP CODE															
OSC Maintenance Supervisor (Mech) / C4B	9										X				
OSC Maintenance Supervisor (Controls) / C4C	9										X				
OSC Radwaste Operator / C5A	10									X					
OSC Nuclear Tech- Mechanical/ C5B	10									X					
OSC Nuclear Tech - Welder / C5C	10									X					
OSC Controls Tech Electrical / C5D	10									X					
OSC Controls Tech - I&C / C5E	10									X					
Fire Department / C6	10									X					
Duty Storekeeper / C7	10									X					
Planner / C8	10									X					
OSC Clerk / C10	15									X					
Radiological Support Manager (RSM) / D1	1&6	X					X								
Radiological Assessment Staff - EOF / D2	6					X	X								
Field Team Communicator / D3	6					X									

TABLE - 1 (Page 3 of 6)

COURSE/QG ¹	Qual Guide (QG) Number	MGMT	OPS LIC	RP ON	CHEM ON	RP EOF	RP DOSE	RP MON	TECH DUTY	OSC	OSC SUPV	COMM	ENC	SECR	ADMIN
POSITION/EP CODE															
Offsite Team Members / D4	7							*X							
Radiological Assessment Coordinator (RAC) / E1	1&19	X					X								
Radiation Protection Supervisors (RPS) / E2	19			X			X								
RPS - Offsite (TSC) / E2	19			X			X								
RPS - Exposure Control (OSC) / E2	19			X			X								
Radiation Protection Technicians (RPT) (TSC Radio Operator) / E3	19			X											
Shift Radiation Protection Technician (SRPT)/Onsite Radiation Protection Technician (ORPT) E3/E4	19			X			X								
Chemistry Supervisor - CP/TSC / E5	18				##										
Chemistry Technician (CT) / E6	18				##										
Technical Support Supervisor (TSS) / F1	1								X						
Technical Support Team Leader (TSTL) / F2	4 or 5								X						
Engineer - Electrical / F3	4 or 5								X						
Engineer - Mechanical / F4	4 or 5								X						
Engineer – Controls / F5	4 or 5								X						
Core-Thermal Hydraulics Engineer / F6A	4 or 5								X						

TABLE – 1 (Page 4 of 6)

COURSE/QG ¹	Qual Guide (QG) Number	MGMT	OPS LIC	RP ON	CHEM ON	RP EOF	RP DOSE	RP MON	TECH DUTY	OSC	OSC SUPV	COMM	ENC	SECR	ADMIN
POSITION/EP CODE															
Engineer - Nuclear Fuels / F6A	4 or 5								X						
Emergency Preparedness Advisor (EPA) – TSC / F7	16											X			
TSC Communicator / F8	16											X			
OPS Advisor - TSC / F8B	16											X			
Technical Support Manager (TSM) / F9	3								X						
Licensing Support / F11	3								X						
Company Spokesperson (CS) / G1	12												X		
Emergency News Center Manager (ENCM) / G2	12												X		
ENC Communications Supervisor / G3	11												X		
Industry/Government Affairs Coordinator (IGAC) / G5	11												X		
Rumor Control Coordinator (RCC) / G6	11												X		
Media Monitors / G7B	11												X		
Staff Writer / G8	11												X		
Media Information Coordinator / G9A	11												X		
Media Information Line Operator / G9B	11												X		

TABLE – 1 (Page 5 of 6)

COURSE/QG ¹	Qual Guide (QG) Number	MGMT	OPS LIC	RP ON	CHEM ON	RP EOF	RP DOSE	RP MON	TECH DUTY	OSC	OSC SUPV	COMM	ENC	SECR	ADMIN
POSITION/EP CODE															
Lead Technical Advisor (LTA) / G10A	11												X		
Media Technical Advisor (MTA) / G10B	11												X		
Communications Technical Advisor (CTA) / G10C	11												X		
ENC Operation Supervisor (ENCOS) / G11	11												X		
Public Information Liaison (PIL) / G13	11												X		
Public Information Manager (PIM) / G14	11												X		
Security Liaison (TSC)/Security Operations Supervisor- Main Guard House (MGH) / I1	17													X	
Security Liaison (EOF) / I2	17													X	
Emergency Preparedness Advisor/EOF (EPA/EOF) / I3	16											X			
Security Force Member / I4	13													X	
Site Support Staff - OPS / I5	16											X			
Site Support Staff - OPS Advisor / I5A	16											X			
Administrative Support Manager (ASM) / J1	14														X
Admin Support Staff - Personnel Supv. / J2A	15														X
Admin Support Staff - Purchasing / J2B	15														X

TABLE – 1 (Page 6 of 6)

COURSE/QG ¹	Qual Guide (QG) Number	MGMT	OPS LIC	RP ON	CHEM ON	RP EOF	RP DOSE	RP MON	TECH DUTY	OSC	OSC SUPV	COMM	ENC	SECR	ADMIN
POSITION/EP CODE															
Admin Support Staff - Material Control / J2C	15														X
Admin Support Staff - Administrative / J2D	15														X
Admin Support Staff – Information Technology Support Supervisor / J2E	15														X
Administrative Support Supervisor (ASSUP) / J3	14														X
TSC Administrative Staff / J4	15														X
TSC Administrative Support - TDR / J4A	15														X
ENC Administrative Support / J5	11												X		
Audio/Visual Services Coordinator / J6	11														X

Notes:

1 - Key to EP Training qualification guide and training course subject areas

* - Must maintain qualification as Radiation Worker (RWR)

- Routine system and PASS sampling training is provided as job qualification training for Chemistry.

See next page for training course titles and qualification guide titles

TABLE - 1
EMERGENCY PLAN TRAINING/QG MATRIX
 PAGE 6 OF 6

INITIAL TRAINING COURSE TITLE DESCRIPTION

MGMT	=	Management Duties
OPS LIC	=	Operations (Licensed) Duties
RP ON	=	Radiation Protection Onsite Duties
CHEM ON	=	Chemistry Onsite Duties
RP EOF	=	Radiation Protection EOF
RP Dose	=	Radiation Protection Dose Assessment
RP MON	=	Radiation Protection Offsite Monitoring
TECH DUTY	=	Engineering Technical Duties (TSC or EOF)
OSC/OSC SUPV	=	Operations Support Center Duties
COMM	=	Communications
ENC	=	ENC Operations & Personnel Duties
SECR	=	Security Training - SFMs/Supervisors
ADMIN	=	Administrative Support Duties

QG NUMBER QUALIFICATION GUIDE TITLE

QG # 1	- EC & Direct Support Personnel Qualification
QG # 2	- Operations Superintendent Qualification
QG # 3	- Common Technical Duties Qualification
QG # 4	- Salem Technical Duties Qualification
QG # 5	- Hope Creek Tech Duties Qualification
QG # 6	- Radiological Assessment Qualification
QG # 7	- Offsite Monitoring Qualification
QG # 8	- for future use
QG # 9	- OSC Supervisor Duties Qualification
QG # 10	- OSC Non-supervisor Qualification
QG # 11	- ENC Support Staff Qualification
QG # 12	- ENC Mgr. & Co. Spokesperson Qualification
QG # 13	- Security Force Member Qualification
QG # 14	- Admin. Support Supervisor Qualification
QG # 15	- Admin Support Staff Qualification
QG # 16	- Communicator Duties Qualification
QG # 17	- Security Force Liaison Qualification
QG # 18	- Chemistry Duties
QG # 19	- Salem Emergency Plan Qualification QCC/Emergency Plan Requalification QCC or TSC – RAC Requalification QCC

TABLE - 2

EMERGENCY PREPAREDNESS COURSE CONTENT DESCRIPTION**MANAGEMENT DUTIES**

- Emergency Plan Overview
- Event Classification Guide
- Emergency Plan Implementing Procedure
- Core Damage Overview

OPERATIONS (licensed) EP RESPONSE

- Emergency Plan Overview
- Event Classification Guide
- Emergency Plan Implementing Procedures

RP ONSITE DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

RP EOF DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

RP DOSE ASSESSMENT

- Emergency Plan Implementing Procedures

RP OFFSITE MONITORING

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

COMMUNICATIONS

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

TABLE - 2**EMERGENCY PREPAREDNESS COURSE CONTENT DESCRIPTION (CONT.)****CHEMISTRY ONSITE DUTIES**

- Emergency Plan Overview
 - Emergency Plan Implementing Procedures
- Note: Chemistry training provided as job qualification training to chemistry techs.

OSC DUTIES – Non-OSC Supervisors

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

OSC SUPERVISOR DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

EMERGENCY NEWS CENTER OPERATIONS AND PERSONNEL DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

SECURITY - SFM DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

SECURITY SUPERVISOR DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

TABLE - 2

EMERGENCY PREPAREDNESS COURSE CONTENT DESCRIPTION (CONT.)

ADMINISTRATIVE SUPPORT DUTIES

- Emergency Plan Overview
- Emergency Plan Implementing Procedures

TECHNICAL SUPPORT DUTIES (EOF OR TSC)

- Emergency Plan Overview
- Emergency Plan Implementing Procedures
- Abnormal and Emergency Operating Procedures Overview (TSC only)
- Core Damage