

50-289

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EPIP/TEP Instruction Memo

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FOR INFORMATION ONLY

AmerGen

TMI - Unit 1
Emergency Procedure

Number

EPIP-TMI-.06

Title

Revision No.

Additional Assistance and Notification

38

Applicability/Scope

USAGE LEVEL

Effective Date

TMI Division

3

03/22/01

This document is within QA plan scope
Safety Reviews Required

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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List of Effective Pages

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	Signature	Date
Procedure Owner	/s/ S. R. Finicle	02/12/01
Approver	/s/ N. Brown	02/12/01

	TMI - Unit 1 Emergency Procedure	Number EPIP-TMI-.06
Additional Assistance and Notification	Revision No. 38	

1.0 **PURPOSE**

To provide Emergency Response Personnel with a directory of additional emergency response personnel, organizations and agencies for the purpose of making reports and obtaining assistance during an incident at TMI.

2.0 **APPLICABILITY/SCOPE**

This procedure applies to all TMI Emergency Response personnel of the On-shift, Initial Response, and Emergency Support Organizations responsible for contacting on-site and off-site agencies.

3.0 **DEFINITIONS**

None

4.0 **RESPONSIBILITIES**

The Emergency Director and/or the Emergency Support Director is/are responsible for implementing this procedure through the communicators at the ECC and EOF.

5.0 **PROCEDURE**

5.1 In the event of a declared emergency at TMI that requires additional emergency response personnel, organizations or agencies, take the following steps if required:

- a. Determine the discipline, personnel, or equipment needed for the class of emergency declared.
- b. Refer to the Exhibits section in Step 7.0 and identify the general category needed.
- c. Turn to the appropriate exhibit to determine the telephone number needed.
- d. If problems are encountered with emergency telephones, report the problem to the ECC Communications Coordinator. The Communications Coordinator shall refer to Exhibit 5.

5.2 Contact the organization needed and identify yourself by name, position, and Three Mile Island Nuclear Station.

- a. Identify and give a brief description of the situation.
- b. Identify necessary personnel/equipment needed and request assistance.
- c. Identify a telephone number that can be used by the assisting organization to call back, if appropriate.
- d. Based on information obtained from the RAC or EAC, provide a "best approach route" to responding organizations so that exposure to the plume will be minimized.

5.3 Log all pertinent information in accordance with the "Communications and Record Keeping" procedure, EPIP-TMI-.05.

5.4 If further assistance is required, repeat 5.1 through 5.3 as needed.

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5.5 If additional telephone numbers are needed to obtain assistance, consider the following sources of information:

- a. TMI Employee Directory
- b. INPO Emergency Resources Manual
- c. Local telephone book

5.6 Forward procedures used during emergencies, drills, and exercises to the TMI Emergency Preparedness Group following the incident.

6.0 REFERENCES

- EPIP-TMI-.05, Communications and Record Keeping
- Employee Phone Directory
- INPO Emergency Resources Manual

7.0 EXHIBITS

- Exhibit 1 - TMI On-Site Emergency Response Directory
- Exhibit 2 - TMI Off-Site Emergency Response Directory
- Exhibit 3 - Off-Site Emergency Organizations and Assistance (non TMI Organizations)
- Exhibit 4 - Emergency Telephone Numbers for NRC Notification
- Exhibit 5 - Telephone, Pager and LAN Trouble Reporting Procedure
- Exhibit 6 - Emergency Aviation Support Instructions

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EXHIBIT 1
TMI On-Site Emergency Response Directory

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EMERGENCY CONTROL CENTER (CONTROL ROOM)

TELEPHONE NO.

NOTE

For drills and exercises, the Plant Reference Simulator telephone numbers shall be used, not the actual Control Room telephone numbers.

Shift Manager's Office		948-8778
	(Telecopier)	948-8779
Control Room - Console		948-5579
Control Room Operator		948-8069
Control Room Supervisor		948-8071
Shift Manager		948-8070
Control Room - Dose Assessment (RAC)		948-8525
Control Room - RAC-R&EC Telephone		944-0382
COLA Computer Reboot Extension		948-8297
Off-site Notification Auto-Dialer		948-8984
EP Pager Call Out Phone		944-6623
EP Pager Call Back Line		948-8801
Plant Reference Simulator (for drills and exercises only)	(CRO)	948-2069
	(Control Room Supervisor)	948-2071
	(Shift Manager)	948-2070
	(RAC Area)	948-2063
	(Telecopier)	948-2079
	(Media Rep)	948-2057
	(ECC Communicators)	948-2078
	(EP Pager Call Out Phone)	944-4300
	(EP Pager Call Back Line)	948-8801

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OPERATIONS SUPPORT CENTER

OSC Coordinator		948-8672
GRCS/Rad Con Coordinator		948-8833
	(GRCS Cellular)	5444
	(Outside access to GRCS Cellular)	948-8248, ext. 5444
Radiological Controls Technicians	(Telecopier)	948-8821

TECHNICAL SUPPORT CENTER

TSC Coordinator and Engineers		948-8773
		948-8774
		948-8951

BACKUP TECH SUPPORT CENTER

	948-5505
	948-5506
	948-5507
(Telecopier)	948-8780

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SITE SECURITY

Processing Center	948-8038
Central Alarm Station (CAS)	948-8039
Secondary Alarm Station (SAS)	948-8040
CAS Command Center (Central Alarm Station)	948-8132
	948-8134
	948-8159
	(FAX) 948-8422
OSF Command Center	948-8314
	948-8309
	948-8302
	(FAX) 948-8044
North Gate	948-8445
	948-5554
	948-8444
South Gate	948-8446
	948-8327

MEDICAL DEPARTMENT

(Call the Control Room/ECC for medical emergencies)

WAREHOUSES

Warehouse 1 (Emergency Assembly Area)	(also 948-8248, Ext., 5500)	948-5500
Warehouse 1		948-8503
Warehouse 3 (Emergency Assembly Area)	(also 948-8248, Ext., 5042)	948-5042

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MISCELLANEOUS

Dosimetry	948-8473
	948-8474
Computer Group	948-8606
	948-8107
	948-2062
PPC Modem dedicated backup line	944-2691
PPC Modem dedicated backup line	944-3007
Transportation	948-8733
Communications	948-8197

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TMI Off-Site Emergency Response Directory

EMERGENCY OPERATIONS FACILITY (SUSQUEHANNA TWP.)

WORK PHONE NO.

Admin Support	948-8964
	948-8965
	9-657-2368
	9-657-2739
Communicators	948-8903
	9-657-0739
Communications Division Area	948-8417
	948-8968
	9-657-1039
Environmental Assessment Command Center	9-540-4500
	9-540-4501
ESD Conference Room	948-8966
	9-657-0471
Group Leader - R&EC Area	948-8966
	9-657-2097
	9-657-0564
	9-657-0629
NRC Areas	9-657-1967
	9-657-2225
	9-657-2435
	9-657-2818
Engineering Area	948-8967
	9-657-0471

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Telecopier		9-657-3509
State Representative Area	(BRP Rep.)	9-657-1234
	(PEMA Rep.)	9-657-0511

JOINT INFORMATION CENTER (COMMERCE PARK, SUSQUEHANNA TOWNSHIP)

	9-540-4900
Rumor Control Telephone Number	9-540-4909
(Joint Information Center Telecopier)	9-540-4907

NEAR SITE JOINT INFORMATION CENTER (TMI TRAINING CENTER)

General Telephone Number	948-2095
Rumor Control Number	9-540-4909
Near Site JIC Telecopier	948-2064

REMOTE ASSEMBLY AREAS

TMI Training Center	(Assembly Area)	948-2001 Extension 5810
	(Assembly Area)	948-2001 Extension 5811
	(Decon Area)	948-2001 Extension 5815
EOF	(Admin Support)	948-8964

MISCELLANEOUS

Three Mile Island Help Desk		948-8393
Nuclear Duty Officer	Office	(610) 765-5441
	Pager	1-800-672-2285 PIN # 5636

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Off-site Emergency Organizations and Assistance (Non TMI Organizations)

GOVERNMENTAL AGENCIES

WORK PHONE NO.

FEDERAL

NOTE

U.S. Nuclear Regulatory Commission numbers are listed in Exhibit 4.

Department of Energy - Radiological Assistance Program (24 Hours) 9-1-631-344-2200
Duty Officer at Brookhaven National Laboratory

STATE

Pennsylvania Emergency Management Agency/State EOC (24 Hours) 9-651-2001
1-800-424-7362

Governor's Area 9-651-2148
9-651-2011

PEMA Fax's 9-651-2021
9-651-2024

Department of Environmental Protection (DEP) 9-787-2480

Bureau of Radiation Protection (BRP)

BRP Assessment Center

(9-5 and when manned) 9-783-9741

(9-5 and when manned) 9-787-1990

(9-5 and when manned) 9-787-9135

(Telecopier) 9-783-9748

BRP Emergency Operations Area (State EOC)

(when manned) 9-651-2128

9-651-2129

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COUNTY

Dauphin County	Comm Center	9-911 or 9-558-6900
	EMA Offices	9-558-6800
	Fax	9-558-6950
Lancaster County		9-664-1200
		9-664-1190
	Fax	9-664-1127
	Fax	9-664-1126
York County		9-854-5571
		9-840-7555
		9-1-800-427-8347
	Fax	9-840-7406
	Fax	9-840-7243
Lebanon County	(0800-1630)	9-272-7621
		9-272-2054
	(After hours)	9-272-2025
	Fax	9-272-9509
Cumberland County		9-238-9676
		9-243-4121
		9-532-8878
	Fax	9-240-6406

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EMERGENCY SERVICES (Fire/Police/EMS)

Dauphin County 911 Dispatch Center		9-911
Pennsylvania State Police	(24 Hours)	9-671-7500

HOSPITALS

Hershey Medical Center (Emergency Room)		9-531-8333
Harrisburg Hospital	Senior Attending Physician	9-782-3131

METEOROLOGICAL INFORMATION

National Weather Service (NWS)	(Admin)	9-1-814-234-9412
	(24 Hours)	9-1-814-237-1152
	(24 Hours)	9-1-814-237-1153

CONSULTANTS

Institute of Nuclear Power Operations (INPO)		9-1-770-644-8000
	(24 hours-Emergency)	9-1-800-321-0614
American Nuclear Insurers		9-1-860-561-3433
Framatome, Lynchburg, VA. (formerly Babcock and Wilcox)	Brendon Brooks	9-1-804-832-3000
	Work	9-1-804-832-3219
	Home	9-1-804-384-6598
Aviation		(See Exhibit 6)
Norfolk Southern Corporation - Supervisor of Train Operations		9-541-2158
		9-541-2140

UTILITIES

York Haven Power Station		9-848-7277
		9-266-3654

System Generation Dispatcher		9-1-610-375-5421
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Also refer to the INPO Emergency Resources Manual

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Emergency Telephone Numbers for NRC Notification

<u>COMMERCIAL TELEPHONE SYSTEM/TMI TELEPHONE SYSTEM</u>		<u>TELEPHONE NUMBER</u>
• To NRC Operations Center (Rockville, MD)	(Primary Number)	9-1-800-532-3469
	(Backup Number)	9-1-800-449-3694
	(Telecopier Number)	9-1-301-816-5151
• TMI USNRC Site Office		9-948-1166
		9-948-1165
	(Site Telephone)	948-8253
Resident Inspectors		
J. Daniel Orr	(Home)	9-1-610-932-3144
	(Pager)	9-1-800-398-7853
Craig Smith	(Home)	9-1-717-566-4757
	(Pager)	9-1-800-398-8135
• USNRC Region I Incident Response Center	(Telecopier)	9-1-610-337-5067
<u>USNRC Dedicated Phone Line System</u>		

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NOTE

These telephones are a stand-alone system. A call can be completed to the below listed lines at the numbers shown only from another NRC dedicated telephone.

- To USNRC (Rockville, MD) - Emergency Notification System (ENS), Health Physics Network (HPN), Reactor Safety Counterpart Link (RSCL), Protective Measures Counterpart Link (PMCL), Management Counterpart Link (MCL).

	(Primary)	9-1-800-532-3469
	(Backup)	9-1-800-449-3694

- To TMI FTS 2000 Telephones

Emergency Notification System (ENS)	
ECC/Control Room	9-1-215-405-8677
Technical Support Center	9-1-215-405-8677
Emergency Operations Facility	9-1-215-405-8689
Health Physics Network (HPN)	
ECC/Control Room	9-1-215-405-8685
Emergency Operations Facility	9-1-215-405-8686
Reactor Safety Counterpart Link (RSCL)	
ECC/Control Room	9-1-215-405-8688
Technical Support Center	9-1-215-405-8688
Emergency Operations Facility	9-1-215-405-8687
Protective Measures Counterpart Link (PMCL)	
ECC/Control Room	9-1-215-405-8680
Emergency Operations Facility	9-1-215-405-8681
Management Counterpart Link (MCL)	
Emergency Operations Facility	9-1-215-405-8684
Local Area Network (LAN)	
Emergency Operations Facility	9-1-215-405-8682

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Communications Systems Reporting Guidance

NOTE

The ECC Communications Coordinator is responsible for coordinating repairs for emergency communications equipment.

- I. This exhibit provides guidance in reporting problems with the following communications circuits.
 - A. Emergency telephones
 - ML-8000 telephones (examples: Notification Line, Operations Line).
 - Ring-down Lines (examples: Emergency Director Line, In-Plant Rad Con Line, EOF-BRP Line).
 - B. Group pagers
 - C. Commercial or Meridian telephones
 - D. LAN and computers
 - E. FAX machines and telecopiers
 - F. Seltronics E-1000 Recorder
 - Records conversations on certain emergency telephones.
 - Located in the Service Building telephone equipment room.
- II. For failures or problems with any equipment listed in Step I above, contact the TMI Help Desk at 8393.

NOTE

Assistance using this number will be available 24 hours/day.

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III. Additional reporting requirements for USNRC telephone circuits

- Contact the Help Desk at 8393 first.
- Contact the USNRC directly.

NOTE

Failures of the Emergency Notification System (ENS Line) or the Health Physics Line (HPN) are required to be reported to the NRC within one hour. Inform the Shift Manager and make the notification.

- Contact numbers
 - a. 9-1-800-532-3469
 - b. 9-1-800-449-3694

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Emergency Aviation Support

NOTE

Emergency aviation support shall only be requested at the direction of the
Emergency Director or Emergency Support Director.

1. Contact the Aviation Support Center shown below:

Horsham Valley Airways
451 Caredean Drive
Horsham, PA 19044

0800 to 1700, Mon. through Fri.

1-215-674-2100

After Hours - Hangar

1-215-674-2101

After Hours - Pager (after hearing the tone, dial your call back number)

1-888-382-9666

2. Identify yourself by name and position and inform the individual that you are calling for Three Mile Island Nuclear Station.
3. Describe the emergency aviation support needed.
4. Provide location and cargo/personnel to be transported and the destination.

NOTE

Landing zone information is provided on the following pages. Provide this
information to the aviation contractor as appropriate.

5. Obtain the following information from the representative of Horsham Valley Airways:

Name _____ Title _____

Estimated time of Arrival at Pick Up Location _____

Special Landing Zone requirements (if any) _____

6. Make the necessary arrangements to transport the cargo and/or personnel to the pick up location.
7. Make the necessary arrangements to pick up the cargo and/or personnel at the destination point.
8. Notify the aviation contractor when services are no longer required. Record the individual notified below.

Name _____ Title _____

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LANDING ZONE INFORMATION

HARRISBURG INTERNATIONAL AIRPORT

- Able to handle helicopter and fixed wing aircraft.

CAPITAL CITY AIRPORT

- Able to handle helicopter and fixed wing aircraft.

THREE MILE ISLAND NUCLEAR STATION

- Helicopter access only.
- FAA Site Number 20920.011H.
- Within Harrisburg International Airport's surface to 6000 feet control zone.
- Equipped with marker lights and wind sock.
- Gravel surface at approximately 300 feet elevation.
- Primary Obstructions - four cooling towers north of landing site are 672 feet elevation (372 feet above ground level).

PENNSYLVANIA STATE POLICE HELIPAD

- This site is located at the Troop H Headquarters Building on Elmerston Avenue in Susquehanna Township.
- Landing site is located approximately 2½ miles north of center city Harrisburg, immediately south of Interstate Route 81.
- Permission to use the site must be granted in advance. Use the following numbers to obtain permission.

1-717-712-5003
671-7500

Normal working hours (0815 to 1615)
Off hours (Troop H Headquarters)
- Provide estimated time of arrival to State Police to allow activation of landing lights.
- The State Police do not have a Unicom base station. Communication with State Police aircraft is possible if the contractor frequency is provided to the State Police.