Entergy

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**Enclosure 1 Contains Personal Information.**

W3F1-2001-0029
A4.05
PR

April 9, 2001

U.S. Nuclear Regulatory Commission
ATTN: Document Control Desk
Washington, D.C. 20555

Subject: Waterford 3 SES
Docket No. 50-382
License No. NPF-38
Emergency Plan Implementing Procedures

Gentlemen:

In accordance with Appendix E of 10CFR50 and 10CFR50.4(b)(5), Entergy is submitting revised and changed Waterford 3 Emergency Plan Implementing Procedures. These revisions and changes were reviewed in accordance with 10CFR50.54(q) requirements and were determined not to decrease the effectiveness of the emergency plan.

This letter does not contain any commitments.

Included in this submittal are the following procedures:

1. EP-002-060 (Revision 22), "Radiological Field Monitoring" - This revision changed the classification of the procedure to "Safety Related," updated the format and provides a general update of the procedure.

2. EP-003-030 (Revision 10), "Emergency Program Review, Updating and Modification" - This revision changed the classification of the procedure to "Safety Related," updated the format and made editorial changes.

3. EP-003-060 (Revision 5), "Emergency Communications Guidelines" - This revision changed the classification of the procedure to "Safety Related," updated the format and made editorial changes.

A045

**Enclosure 1 Contains Personal Information.**



4. EP-002-050 (Revision 15, Change 4), "Offsite Dose Assessment (Manual)" - This change only reclassifies the procedure as "Safety Related."

5. EP-002-061 (Revision 9, Change 1), "Emergency Environmental Monitoring" - This change only reclassifies the procedure as "Safety Related."

6. EP-003-020 (Revision 9, Change 4), "Emergency Preparedness Drills and Exercises" - This change only reclassifies the procedure as "Safety Related."

Please note that page 9 of EP-002-060, Revision 22, Radiological Field Monitoring, contains telephone numbers which are considered personal information. Enclosure 1 contains the pages with the personal information; it is requested that this information be withheld from the public pursuant to 10CFR2.790. Enclosure 2 contains no personal information and may be considered public copies.

Should you have any questions concerning these procedures, please contact Mr. J.J. Lewis, Emergency Planning Manager, at (504) 739-6624.

Very truly yours,

A.J. Harris
Director,
Nuclear Safety Assurance

AJH/DCM/ssf
Enclosure 1 (Contains Personal Information)
Enclosure 2

cc: (w/Enclosures 1 and 2)
E.W. Merschoff, NRC Region IV (2 copies)

(w/o Enclosures 1 and 2)
N. Kalyanam (NRC-NRR), W.A. Maier (NRC Region IV), J. Smith, N.S. Reynolds, NRC Resident Inspectors Office

ENCLOSURE 1 CONTAINS PERSONAL INFORMATION

ENCLOSURE 1 TO
W3F1-2001-0029

Page 9 of EP-002-060, Revision 22

**ENCLOSURE 2 TO**
**W3F1-2001-0029**

**EP-002-060, Revision 22**
**(Radiological Field Monitoring)**

**EP-003-030, Revision 10**
**(Emergency Program Review, Updating and Modification)**

**EP-003-060, Revision 5**
**(Emergency Communications Guidelines)**

**EP-002-050, Revision 15, Change 4**
**(Offsite Dose Assessment (Manual))**

**EP-002-061, Revision 9, Change 1**
**(Emergency Environmental Monitoring)**

**EP-003-020, Revision 9, Change 4**
**(Emergency Preparedness Drills and Exercises)**

**ENCLOSURE 2 TO**
**W3F1-2001-0029**

**EP-002-060, Revision 22**
**(Radiological Field Monitoring)**

**EP-003-030, Revision 10**
**(Emergency Program Review, Updating and Modification)**

**EP-003-060, Revision 5**
**(Emergency Communications Guidelines)**

**EP-002-050, Revision 15, Change 4**
**(Offsite Dose Assessment (Manual))**

**EP-002-061, Revision 9, Change 1**
**(Emergency Environmental Monitoring)**

**EP-003-020, Revision 9, Change 4**
**(Emergency Preparedness Drills and Exercises)**

REQUEST/APPROVAL PAGE

# SAFETY RELATED

Required Review Level (check one)
☐ PORC
☒ QUALIFIED REVIEWER

PROCEDURE NUMBER: EP-002-060 REVISION: 22 CHANGE: 0

TITLE: Radiological Field Monitoring

EFFECTIVE DATE/MILESTONE: N/A
(N/A If Same as Approval Date)

PROCEDURE OWNER: Emergency Planning Manager
(Position Title)

PREPARER (Print Name / Initial): Marc VanDerHorst DATE: 3/12/01

ACTION:

☐ New Procedure
☐ Deletion
☒ Revision
☐ Change EC? ☐ _____
(Applicable LI-101 Step Numbers)

☐ Deviation Expiration Date/Milestone: _____
☐ Temporary Procedure Applicable Conditions: _____

DESCRIPTION AND JUSTIFICATION OF CHANGE: DESCRIPTION AND JUSTIFICATION OF CHANGE: Reformat procedure to conform to W2.109 and W2.110 requirements. Change designation of procedure to "Safety Related" to address Condition Report CR-WF3-1998-0154. Add step 3.3.1 and change step 3.3.2 to clarify procedure and account for the responsibility to provide drivers if the RCC can not provide drivers. Change NOTE just above section 5.0 to step 5.1.1. Deleted NOTE just after step 5.1 because with dedicated drivers these elements are qualification criteria and not procedure items. Deleted reference to –4 Control Point in step 5.1.4 (new number) to provide flexibility in where the RCC may be located when teams are dispatched. Added steps 5.2.1.1.1 and 5.2.1.1.2. Deleted Security Vehicle from step 5.2.3.3 because this is no longer a designated vehicle in accordance with UNT-004-032. Added EOF Field Team Controller to step 5.2.4.1. Incorporated TSC Dose Assessment Communicator's telephone number. Add Attachment 7.6 to Records section. Updated Attachment 7.4, Field Team Radio Switch Positions (Handheld/Vehicle/Deskset/Headset) to reflect current examples of radio equipment used in the facilities and the field teams. Update Attachment 7.10 map. Revise Attachment 7.9 to remove procedure subsections for ease of use. Delete "D" from field team designations in Attachment 7.5 for internal consistency.

☐ Request/Approval Page Continuation Sheet(s) attached.

| | | | | | |
|---|---|---|---|---|---|
| EC SUPERVISOR | | APPROVAL: | N/A | DATE: | |
| 50.59 REVIEWER | Required? ☒ | REVIEW: | [signature] | DATE: | 3/15/01 |
| 50.54 REVIEWER | Required? ☒ | REVIEW: | [signature] | DATE: | 3/15/01 |
| TECHNICAL REVIEWER | | REVIEW: | [signature] | DATE: | 3-14-01 |

Change Notice (CN)? ☐

| | | | |
|---|---|---|---|
| CHANGE NOTICE (CN) SUPERVISOR | APPROVAL: | N/A | DATE: |
| CHANGE NOTICE (CN) ON-SHIFT SS/CRS | APPROVAL: | N/A | DATE: |
| | | | Final Approval Due By: |

| | | | | | |
|---|---|---|---|---|---|
| QUALIFIED REVIEWER | Required? ☒ | REVIEW: | [signature] | DATE: | 3/16/01 |
| GROUP/DEPT. HEAD | REVIEW ☐ or | APPROVAL ☒ | [signature] | DATE: | 3-16-01 |
| GM, PLANT OPERATIONS | REVIEW ☐ or | APPROVAL ☐ | N/A | DATE: | |
| VICE PRESIDENT, OPERATIONS | | APPROVAL: | N/A | DATE: | |

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| 23-25,34-37 | Revision 19 |
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| 18 | Revision 17 |
| 19 | Revision 14 |
| 17 | Revision 11 |
| 26 | Revision 12 |
| 20-22.27 | Revision 6 |

LIST OF PAGES CONTAINING
PROPRIETARY INFORMATION
-9-

## 1.0 PURPOSE

1.1 To define the methods and techniques to be used when performing field monitoring following a suspected release of radioactive material. This procedure is designed to be used in conjunction with EP-002-061.

## 2.0 REFERENCES

2.1 EP-002-050, Offsite Dose Assessment (Manual)

2.2 EP-002-051, Offsite Dose Assessment (Computerized)

2.3 EP-002-061, Emergency Environmental Monitoring

2.4 EP-002-032, Monitoring and Decontamination

2.5 EP-002-033, Administration of Iodine Blocking Agents

2.6 EP-002-101, Operational Support Center (OSC) Activation, Operation and Deactivation

2.7 CE-003-526, Collection and Preparation of REMP Liquid Samples

2.8 CE-003-528, Collection and Preparation of Sediment Samples

2.9 CE-003-529, Collection and Preparation of Vegetation Samples

2.10 CE-003-533, REMP Sample Scheduling, Recording and Shipping

## 3.0 RESPONSIBILITIES

3.1 The Radiological Field Monitoring Teams are responsible for implementing this procedure.

3.2 The Radiological Controls Coordinator (RCC) is responsible for the assignment of personnel and vehicles to the Radiological Field Monitoring Teams at the direction of the Health Physics Coordinator (HPC), HPC's designee or Emergency Coordinator.

3.3 The OSC Supervisor is responsible for the following:

3.3.1 If designated vehicles are not available, then provide alternate vehicles for the Radiological Field Monitoring Teams.

3.3.2 If the RCC is unable to supply drivers, then provide OSC personnel to drive the field monitoring vehicles.

3.4 The HPC or the Radiological Assessment Coordinator (RAC) is responsible for field sample analysis at the plant site.

3.5 The Dose Assessment Communicator is responsible for tracking the offsite field monitoring team exposures and recording the dosimeter readings on Attachment 7.6 until field team control is transferred to the EOF Field Team Communicator.

3.6 If the EOF is activated, then the Field Team Communicator is responsible for tracking the offsite field monitoring team exposures and recording the dosimeter readings on Attachment 7.6.

## 4.0 INITIATING CONDITIONS

4.1 This procedure is initiated upon any of the following conditions:

4.1.1 Declaration of any of the following emergency classifications when the event includes an actual or potential release of radioactive material to the atmosphere:

4.1.1.1 Alert

4.1.1.2 Site Area Emergency

4.1.1.3 General Emergency

4.1.2 At the discretion of the Emergency Coordinator, EOF Director, HPC or the RAC.

## 5.0 PROCEDURE

5.1 Assignment of Field Teams

5.1.1 Field Teams may use the checklist provided in Attachment 7.9 to assist in performing their duties.

5.1.2 Each Radiological Field Monitoring Team shall be comprised of two individuals with at least one qualified in the use of the field team equipment.

5.1.3 Each team should be assigned a team designation (Alpha, Bravo, etc.).

5.1.4 Radiological Field Monitoring Teams should be dispatched by the RCC and proceed to the Backup OSC upon dispatch.

5.1.5 Keys to the Backup OSC are provided in the keybox at the entrance to the Administration Building Assembly Area Projection Room (refer to Attachment 7.1).

5.2 Activities at the Backup OSC

5.2.1 Equipment Checkouts

| NOTE |
| --- |
| Respirators are located in the BU/OSC HP Locker. |

5.2.1.1 Obtain the Field Monitoring equipment located in the Backup OSC.

5.2.1.1.1 Field Team kits with broken seals should be avoided, if possible.

5.2.1.1.2 The equipment in the kits should be checked prior to dispatch from the site as follows:

A. Using Attachment 7.2 (provided in a binder in the kit), perform equipment checks by physically checking off the items on the list.

B. If it is necessary to use a kit with a broken seal, then check the kit contents in accordance with Attachment 7.5.

C. Report discrepancies found in the equipment checks to the RCC.

5.2.2 Radiological Monitoring Instrumentation Check

5.2.2.1 The Field Team leader should perform a visual, battery and response check on the Ludlum 12 (or Ludlum 177) and RO2 (or equivalent) prior to dispatch from the site and periodically while in the field.

A. Instructions are provided in Attachment 7.3.

5.2.2.2 When the survey instruments are response checked, then they should be left on and monitored.

5.2.3 Vehicle Checkouts

5.2.3.1 Obtain keys to assigned vehicles from the Backup OSC HP Locker and proceed to vehicles.

5.2.3.2 If the designated vehicles are not available, then the OSC Supervisor assigns alternate vehicles.

5.2.3.3 Vehicles are selected and assigned from the list below.

| Vehicle | Parking Location |
|---|---|
| 1. EP Siren Maintenance Vehicle | 1. Administration Building West End |
| 2. REMP/E-Plan Vehicle | 2. Administration Building West End |
| 3. E-Plan Facilities Vehicle | 3. Riverland Credit Union Building, East End |
| 4. Storeroom Vehicle | 4. 7B Warehouse |

5.2.4 Radio Communication Check

5.2.4.1 Obtain a handheld field monitoring radio from the Backup OSC HP Locker and perform a radio check with the TSC Dose Assessment Communicator (or the EOF Field Team Controller if the EOF is activated) prior to dispatch from the site. Refer to Attachment 7.4 for correct radio settings.

5.2.4.2 Establish communications using the installed vehicle radio (labeled "PRIMARY") prior to dispatch from the site. Refer to Attachment 7.4 for correct radio settings.

5.3 Communications

5.3.1 The primary means of communications between the Field Teams and the TSC/EOF is the installed car radio (labeled "PRIMARY") or the handheld radio. Monitor channel 228.

> **NOTE**
>
> If the primary radio system fails (installed vehicle radio and handheld radio), then turn on and monitor communications on the secondary radio system (labeled "SECONDARY"). Proceed to a pay phone and call the TSC/EOF for instructions, as necessary.

5.3.2 The backup means of communications between the Field Teams and the TSC/EOF, in order of choice are:

5.3.2.1 Installed vehicle radio (labeled "SECONDARY"), channel F1

5.3.2.2 Pay phone

5.3.3 In certain situations it may be necessary to assign a vehicle which does not have an installed radio. In these instances, a handheld radio should be used to maintain communications and a pay phone should be used as a backup.

5.3.3.1 Handheld radios should serve as the primary means of communication for vehicles without installed radios.

5.3.3.2 A roll of quarters is provided in each field monitoring kit for coin-operated telephones.

5.3.4 Until the Emergency Operations Facility (EOF) is activated, the field teams will receive direction from the HPC through the Dose Assessment Coordinator.

5.3.4.1 Field teams should establish communications with the TSC Dose Assessment Communicator and receive initial instructions.

5.3.5 At such time that responsibility for dose assessment has been transferred to the EOF, direction of the field teams should be handled by the RAC through the Field Team Controller.

5.3.5.1 Field teams should establish communications with the EOF Field Team Communicator.

5.3.6 If radio communications are lost in the field, then contact the TSC Dose Assessment Communicator or EOF Field Team Communicator for further instructions by using a coin-operated telephone.

TSC Dose Assessment Communicator: [ ]

EOF Field Team Communicator: [ ] or [ ]

5.3.7 If communications cannot be established or maintained using any method, then return to the Backup OSC and report to the Radiological Controls Coordinator for further instructions [ ].

5.4 Responsibilities While in Route to Sample Stations

5.4.1 The Field Team Kit contents should be checked as soon as possible. Such as when the Field Team is in a standby mode.

5.4.1.1 Completion of the checklist is not a prerequisite for being dispatched from the site.

5.4.1.2 A checklist is provided in a binder in the kits.

A. The checklist is shown on Attachment 7.5.

B. Check off the items shown on the checklist.

5.4.2 Radiation Monitoring

5.4.2.1 As soon as the dose rate instrument has been response checked, it should be left on and monitored.

5.4.2.2 While in transit to monitoring points, maintain continuous dose rate monitoring.

A. The HPC/DAC or RAC/Field Team Controller should be updated on dose rates and location frequently.

B. Notify the HPC/DAC or RAC/Field Team Controller of any increase in dose rates as this would indicate the location of the edge of the plume.

5.4.3 Using the laminated EPZ and EAB Maps (provided in each kit) as a guide, proceed to the location as identified by the HPC/DAC or RAC/Field Team Controller.

5.4.4 During sampling, surveying, or when in transit in an affected area, good Health Physics practice should be used at all times. The guidance listed in Attachment 7.8 should be reviewed.

5.5 Duties at the Sample Locations

5.5.1 Conduct a radiation survey with RO-2 or equivalent.

5.5.1.1 To verify operability of the RO-2 or equivalent, periodically perform a response check using the CS-137 check source.

5.5.1.2 Perform survey with RO-2, or equivalent, held vertically at one (1) meter above ground level.

**WARNING**

An open-window reading that is higher than the closed-window reading indicates that you are in the plume. Ground deposition, airborne contamination and contamination of vehicles, equipment and personnel is possible.

**NOTE**

Do not apply correction factors for Beta dose.

5.5.1.3 Record closed-window and open-window readings on Attachment 7.7 and report to the HPC/DAC or RAC/Field Team Controller.

5.5.1.4 If levels are below the minimum sensitivity of the instrument, then report results as "less than" the minimum scale deflection.

5.5.2 Obtain an air sample (unless otherwise directed by the HPC/DAC or RAC/Field Team Controller) as follows:

5.5.2.1 Install particulate filter and silver zeolite cartridge in the air sampler cartridge holder.

A. Ensure the particulate filter is clearly marked to identify the side to be counted (side air was pulled through).

B. The particulate filter may be installed with the air flow on either side of the filter.

C. Air drawn into sampler passes through the particulate filter first.

D. Air drawn into sampler should pass through the silver zeolite cartridge.

E. Silver zeolite cartridge must be inserted so that air passes through in the direction of the arrow on the side of the cartridge.

| NOTE |
| --- |
| Air sampler should not be placed with the nozzle near any surface which is potentially contaminated. |

5.5.2.2 Turn on sampler and stopwatch. Note flow rate.

A. Monitor flow rate frequently. If air sampler is powered by car battery with the car running and the engine is stopped, then the flow rate will fall.

5.5.2.3 Run air sampler to obtain an air sample volume of at least 11 cubic feet (approximately 8 minutes).

5.5.2.4 While Air sampler is running, prepare a sample bag, labeling it with the following information:

A. Date and Time

B. Sample Number. Samples should be given a sequential number preceded by the team designation (i.e., A1, A2, A3, or B1, etc.)

C. Location

D. Flow Rate (CFM)

E. Sampling Duration (minutes)

5.5.2.5 After appropriate volume is collected, stop air sampler, remove the particulate filter and silver zeolite cartridge and place them into the sample bag.

5.5.2.6 Record all sample data on Attachment 7.7.

5.5.3 Analyze the Air Sample

| NOTE |
| --- |
| Field teams should always attempt to get out of the plume and proceed to low background area to determine the air sample activity. |

5.5.3.1 Analyze the air sample for iodine activity using the Ludlum 12 (or equivalent), unless otherwise directed by the HPC/DAC or RAC/Field Team Controller.

A. Samples obtained onsite should normally be returned to the Chemistry counting room for analysis.

5.5.3.2 Proceed to a low background area, then perform the following steps:

A. Turn on the Ludlum 12 (or equivalent) and allow to stabilize.

B. Determine the Background count rate (CPM) and record on Attachment 7.7.

C. Remove the silver zeolite cartridge and particulate filter from the air sampler head. Bag the particulate filter.

D. Place the silver zeolite cartridge in the small end of the large bell-shaped cartridge holder provided for counting purposes and hold Ludlum 12 (or equivalent) probe on the opening surface of the cartridge holder, with the inlet side of the silver zeolite cartridge facing the probe and allow to stabilize.

E. Record the GROSS count rate (CPM) on Attachment 7.7.

5.5.4 Report Results

5.5.4.1 Notify the HPC/DAC or RAC/Field Team Controller of the results of sampling and analysis for I-131 including:

**NOTE**

Total sample counts indicating background levels should not be considered an indication that the plume contains no iodines. Consideration should be given to the possibility of an elevated plume that is overhead and not touching the ground (area of the air sampler) in the sample location.

A. Team Designation

B. Sample Number

C. Sample Location

D. Sample Duration (also report sample start and stop times)

E. Sample Flow Rate

F. Gross Count Rate (CPM)

G. Background Count Rate (CPM)

5.5.5 Retain air samples in plastic bags and seal and label them for further analysis, as required.

5.5.5.1 Coordination of field monitoring data, including further analysis, is accomplished through the EOF organization (RAC), when activated.

5.5.5.2 Samples should normally be returned to the OSC and analyzed onsite or at offsite facilities in accordance with existing agreements.

5.5.5.3 The HPC/DAC or RAC/Field Team Controller should designate a specified location where samples and data sheets should be returned if the OSC is not to be used.

5.5.6 Proceed as directed by the HPC/DAC or RAC/Field Team Controller to additional monitoring points.

5.5.7 Continue performing surveys and air sampling/analysis as directed.

## 5.6 Environmental Monitoring

5.6.1 Field teams should refer to EP-002-061 if instructed to perform environmental sampling (water, soil, TLD change out, etc.) by the HPC/DAC or RAC/Field Team Controller.

## 6.0 FINAL CONDITIONS

6.1 Releases have been terminated or reduced to levels below the EALs for an Alert emergency classification.

6.2 All surveys and air samples requested have been completed.

6.3 Vehicles and team members have been surveyed for contamination in a low background area and HPC/DAC or RAC/Field Team Controller notified of the results.

6.4 Personnel have been scheduled for bioassay analysis.

6.5 Vehicles have been returned to designated parking locations, the keys returned to the Backup OSC HP Locker, or vehicles have been detained for further monitoring and decontamination.

6.6 All data sheets, particulate filters and silver zeolite cartridges have been returned to the location designated.

6.7 Further analysis of field samples (including analysis for particulates) has been completed or scheduled as directed by the Health Physics Coordinator or Radiological Assessment Coordinator.

## 7.0 ATTACHMENTS

7.1 Backup OSC

7.2 Radiological Field Team Equipment Checklist

7.3 Instructions for Instrument Checks

7.4 Field Team Radio Switch Positions (Handheld, Vehicle, Deskset, Headset)

7.5 Radiological Field Monitoring Kit Contents

7.6 Field Team Self-Reading Dosimeter Log

7.7 Dose Rate & Air Sample Data Log

7.8 Guidance for Direction and Protection of Field Teams

7.9 Field Team Operational Checklist

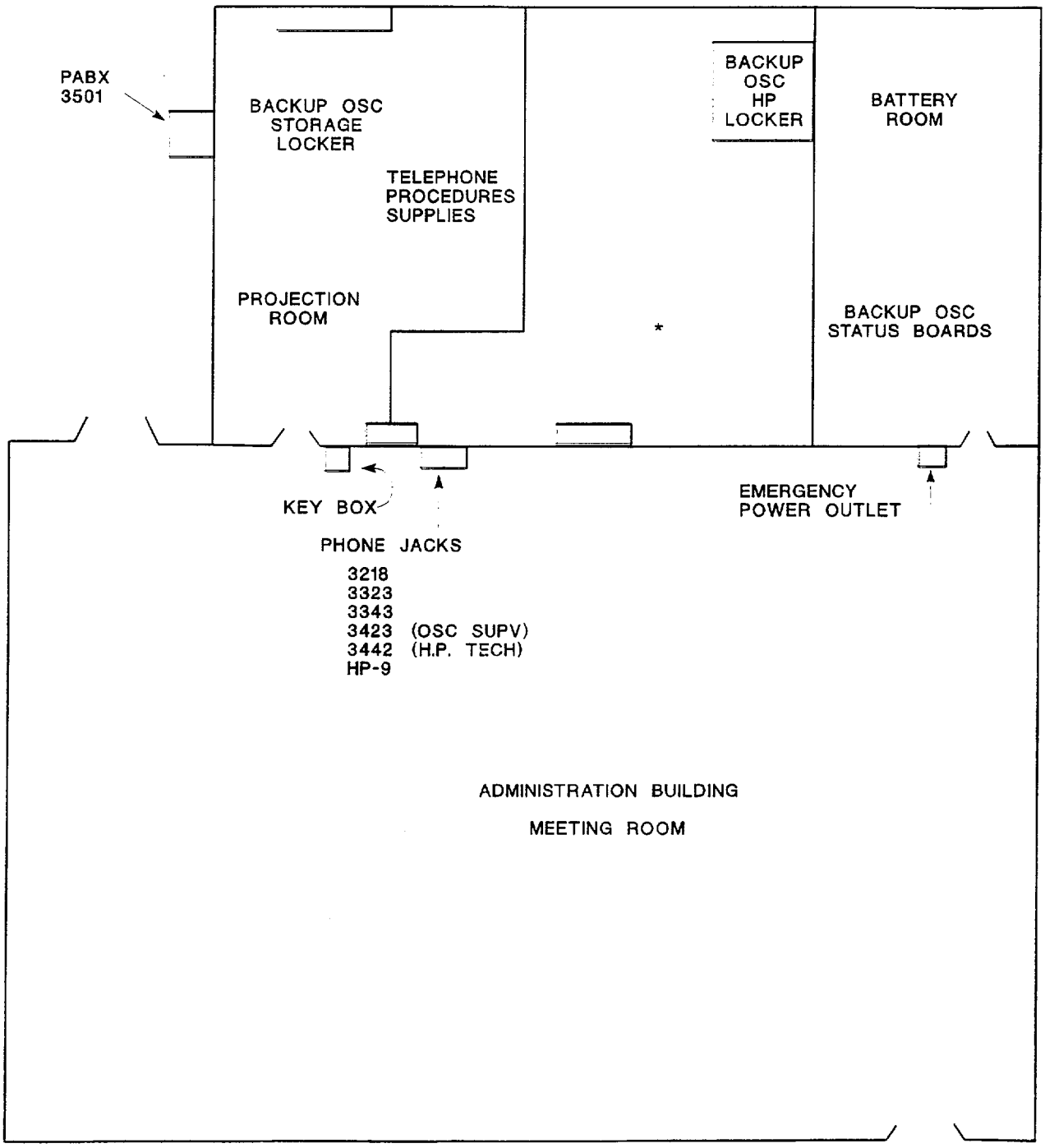
7.10 Field Team Vehicle Location Map

## 8.0 RECORDS

8.1 The following records are generated as a result of this procedure:

- Attachment 7.2, Radiological Field Team Equipment Checklist
- Attachment 7.5, Radiological Field Monitoring Kit Contents
- Attachment 7.6, Field Team Self-Reading Dosimeter Log
- Attachment 7.7, Dose Rate & Air Sample Data Log
- Attachment 7.9, Field Team Operational Checklist

BACKUP OSC




* FIELD MONITORING KITS ARE STORED UNDER SHELF

RADIOLOGICAL FIELD TEAM EQUIPMENT CHECKLIST

FIELD TEAM: A B C (CIRCLE ONE)

| ITEM | Checked (✓) |
|---|---|
| Dosimeters 0-200 mR | _____ |
| Dosimeters 0-10 R | _____ |
| Dosimeters 0-1.5 R | _____ |
| Handheld Radio | _____ |
| * Radiological Field Monitoring Kit | _____ |
| (Note: If seal is broken, then the kit contents should be checked prior to dispatch from the site.) | |
| ** Dosimeter Charger | _____ |

* Located under shelf with cabinet marked Backup OSC HP Locker. All other equipment listed on this attachment is stored outside the field monitoring kit (in the cabinet).

** Only one charger is provided for all teams to be used prior to dispatch if dosimeters need to be rezeroed.

PRINT NAME: _____

SIGNATURE: _____ / _____

DATE

## INSTRUCTIONS FOR INSTRUMENT CHECKS

1. Check for physical damage.
2. Ensure that instrument calibration is current.
3. Perform battery check.
4. Perform response check as follows. This is not to determine instrument efficiency.

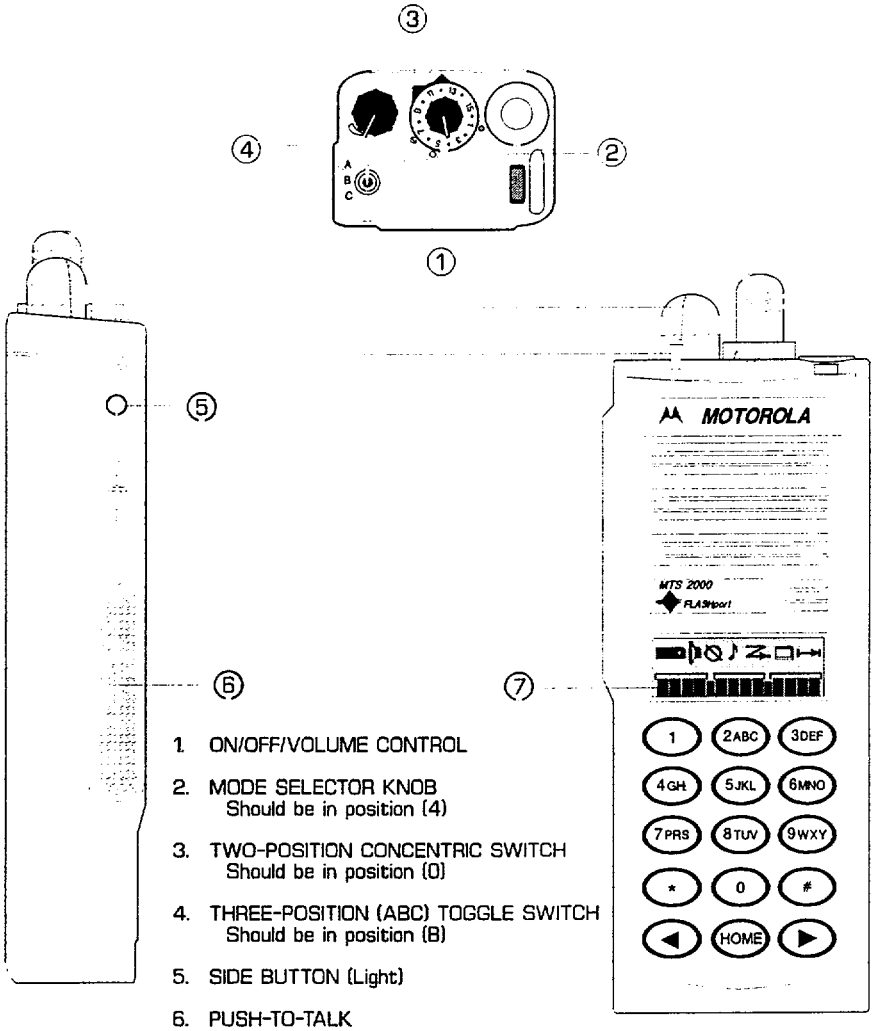
Ludlum 12 (or equivalent):

a. Check the range on the side of the instrument and set the meter to the appropriate scale.
b. Turn the instrument on and place the CS-137 check source under the probe.
c. If the response is within the range listed on the side of the instrument, then the instrument can be considered operational.

RO-2 (or equivalent):

a. Check the range on the side of the instrument and set the meter to the appropriate scale.
b. Ensure that the response check is performed with an open window.
c. Turn the instrument on and place the instrument over the CS-137 check source.
d. If the response is within the range listed on the side of the instrument, then the instrument can be considered operational.

FIELD TEAM RADIO SWITCH POSITIONS
(HANDHELD/VEHICLE/DESKSET/HEADSET)

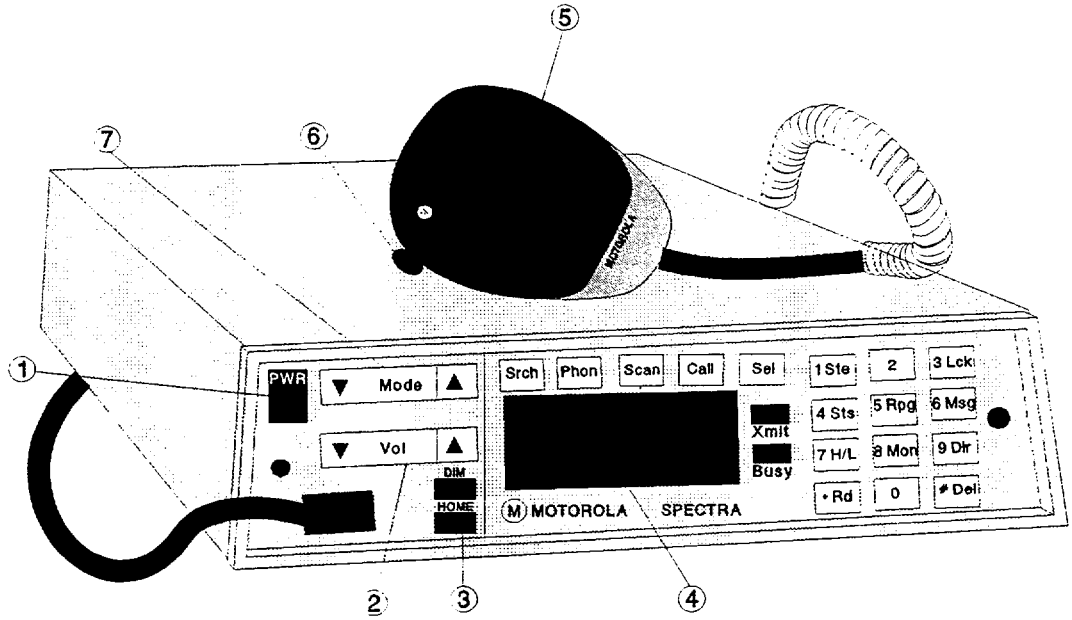



1. ON/OFF/VOLUME CONTROL
2. MODE SELECTOR KNOB
   Should be in position (4)
3. TWO-POSITION CONCENTRIC SWITCH
   Should be in position (O)
4. THREE-POSITION (ABC) TOGGLE SWITCH
   Should be in position (B)
5. SIDE BUTTON (Light)
6. PUSH-TO-TALK
7. Display Should Read (PLANT 228 CH04)

**NOTE: THIS MODEL IS ONLY AN EXAMPLE OF UNITS IN THE FIELD. THE APPEARANCE OF INDIVIDUAL MODELS MAY VARY.**

# FIELD TEAM RADIO SWITCH POSITION (HANDHELD/VEHICLE/DESKSET/HEADSET)

**NOTE: THIS MODEL IS ONLY AN EXAMPLE OF UNITS IN THE FIELD TEAM VEHICLES. THE APPEARANCE OF INDIVIDUAL MODELS MAY VARY.**




1 - POWER BUTTON

2 - VOLUME BUTTON

3 - HOME BUTTON
(Push to Access Mode 228)

4 - DISPLAY SHOULD READ
(228-CH04)

5 - MIC

6 - TRANSMIT BUTTON
(Push to Talk)

7 - MODE BUTTON
(Press to Change Mode)

## FIELD TEAM RADIO SWITCH POSITIONS
## (HANDHELD/VEHICLE/DESKSET/HEADSET)

### MOTOROLA DUAL CHANNEL COMTEGRA RADIO CONSOLE

**NOTE: This radio console is an example of the unit being used in the facilities. The appearance of individual models may vary. Operating instructions are posted on the unit.**

## RADIOLOGICAL FIELD MONITORING KIT CONTENTS

FIELD TEAM: A B C (CIRCLE ONE)

| Item | Checked (✓) |
|---|---|
| Clipboards | _____ |
| Writing Tablets | _____ |
| EP-002-032, Monitoring and Decontamination | _____ |
| EP-002-033, Administration of Iodine Blocking Agents | _____ |
| EP-002-060, Radiological Field Monitoring | _____ |
| EP-002-061, Emergency Environmental Monitoring | _____ |
| CE-003-526, Collection and Preparation of REMP Liquid Samples | _____ |
| CE-003-528, Collection and Preparation of Sediment Samples | _____ |
| CE-003-529, Collection and Preparation of Vegetation Samples | _____ |
| CE-003-533, REMP Sample Scheduling, Recording and Shipping | _____ |
| EP-002-032 Attachment 7.1 | _____ |
| EP-002-033 Attachment 7.2 | _____ |
| EP-002-033 Attachment 7.3 | _____ |
| EP-002-033 Attachment 7.5 | _____ |
| EP-002-060 Attachment 7.2 | _____ |
| EP-002-060 Attachment 7.5 | _____ |
| EP-002-060 Attachment 7.7 | _____ |
| EP-002-060 Attachment 7.8 | _____ |
| EP-002-060 Attachment 7.9 | _____ |
| EP-002-060 Attachment 7.10 | _____ |
| EP-002-061 Attachment 7.2 | _____ |
| EP-002-061 Attachment 7.4 | _____ |
| EP-002-061 Attachment 7.5 | _____ |
| EP-002-061 Attachment 7.6 | _____ |
| EP-002-061 Attachment 7.7 | _____ |
| EP-002-061 Attachment 7.8 | _____ |
| CE-003-533 Attachment 12.4 | _____ |
| CE-003-533 Attachment 12.5 | _____ |
| CE-003-533 Attachment 12.6 | _____ |
| HP Log Sheets | _____ |
| Laminated EPZ Map | _____ |
| Laminated EAB Map | _____ |
| Tape - 2 inch (roll) | _____ |

RADIOLOGICAL FIELD MONITORING KIT CONTENTS (CONTINUED)

FIELD TEAM: A B C (CIRCLE ONE)

| Item | Checked (✓) |
|---|---|
| Spare Air Sampler Fuses | _____ |
| Air Sampler (battery) - Calibration Current | _____ |
| Silver Zeolite Cartridges | _____ |
| Cartridge Holder | _____ |
| Air Sample Filters - 2 inch (box) | _____ |
| Sample Bags (Whirl Paks) | _____ |
| Smears | _____ |
| Sample Labels (pages) | _____ |
| Sample Bags (12" x 24") | _____ |
| Pens | _____ |
| Marks-a-lot | _____ |
| Grease Pencil and Rag | _____ |
| Air Purifying Resp. w/Canisters (Located in BU/OSC HP Locker) | _____ |
| R02 or equivalent - Calibration Current | _____ |
| 9-Volt Batteries | _____ |
| Ludlum 12 w/pancake probe - Calibration Current | _____ |
| "D" Cell Batteries | _____ |
| Flashlights (Check For Operation) | _____ |
| Potassium Iodide (KI) (Bottles) | _____ |
| CS-137 Button Check Source | _____ |
| Paper Coveralls | _____ |
| Cotton Insert Gloves | _____ |
| Rubber Gloves | _____ |
| PC Plastic Booties | _____ |
| Skull Caps | _____ |
| Stopwatch (Check For Operation) | _____ |
| Screwdriver | _____ |
| Shovel | _____ |
| Liquid Sample Container | _____ |
| Scissors | _____ |
| Roll of Quarters | _____ |

RADIOLOGICAL FIELD MONITORING KIT CONTENTS (CONTINUED)

FIELD TEAM: A B C (CIRCLE ONE)

| Item | Checked (✓) |
|---|---|
| Tweezers | _____ |
| Disposable Gloves | _____ |
| St. Charles Parish Street Map | _____ |
| St. John Parish Street Map | _____ |

PRINT NAME: _____

SIGNATURE: _____ / _____

DATE

FIELD TEAM SELF-READING DOSIMETER LOG

FIELD TEAM "A" "B" "C" (CIRCLE ONE)

(USE A SEPARATE LOG FOR EACH FIELD TEAM)

| | MEMBER #1 | | MEMBER #2 | |
|---|---|---|---|---|
| | NAME | BADGE # | NAME | BADGE # |
| | | | | |
| TIME | DOSIMETER READING | DOSE MARGIN | DOSIMETER READING | DOSE MARGIN |
| | | | | |
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TRANSFER OF FIELD TEAMS TO THE EOF:

FIELD TEAM "A", "B", "C" LOCATION AT TURNOVER/TRANSFER _____

1. Complete transfer by providing last entry of each field team member to the EOF Field Team Communicator.
2. When transfer to the EOF is completed, a transfer announcement by the TSC Dose Assessment Communicator should be made.

LOGKEEPER NAME (PRINT): _____

SIGNATURE: _____ / _____

DATE

DOSE RATE & AIR SAMPLE DATA LOG

TEAM _____

DATE _____

| SAMPLE | | | DOSE RATE (MR/HR) | | AIR SAMPLE | | | | AIR SAMPLE COUNT | |
|---|---|---|---|---|---|---|---|---|---|---|
| NUMBER | TIME (24 HR) | LOCATION | CLOSED WINDOW | OPEN WINDOW | SAMPLE START | SAMPLE STOP | SAMPLE DURATION (MIN) | FLOW RATE (CFM) | GROSS COUNT RATE (CPM) | BKGRND COUNT RATE (CPM) |
| | | | | | | | | | | |
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INSTRUMENT DATA

DOSE RATE INSTRUMENT _____

MODEL SN

LUDLUM 12
(OR EQUIVALENT) _____

MODEL SN

AIR SAMPLER _____

MODEL SN

TECHNICIAN SIGNATURE _____

REVIEWED BY _____

GUIDANCE FOR DIRECTION AND PROTECTION OF FIELD TEAMS

* Maintain exposures within ALARA guidelines. *

**NOTE**

Dosimeter readings alone are not representative of the Total Effective Dose Equivalent (TEDE). The TEDE takes into account the contribution of the committed doses to organs from inhalation of radioactive materials as well as external exposures. It is important that full isotopic analyses of air samples, effluent release point grab samples and bioassay of field monitoring team personnel be performed as soon as possible in order to allow for the assignment of the appropriate dose commitments. The table on page 6 of this attachment is provided for information only for use by decision makers in the placement and use of field monitoring teams. The table can be used to estimate the relationship between dosimeter readings and TEDE, with certain limitations as described in the table.

This guidance should be considered by both the Field Teams and the individuals who are directing the activities of the Field Teams.

I. DIRECTION OF FIELD TEAMS

A. The Field Team Controller (FTC) and the Dose Assessment Coordinator (DAC) should remain cognizant of the hazards and potential hazards to the Field Teams whenever the Field Teams are deployed.

B. Forms of Field Team Direction to Reduce Exposures

1. Considering the actual and anticipated radiological hazards, it may be desirable to:

a. Stay on the outside edge of the plume.

1) Keep the Field Teams from entering any further into the plume than absolutely necessary.

b. Start on the outside of the plume and work the Field Teams towards the centerline.

1) Obtain near centerline samples by establishing the actual radiological conditions at the edge of the plume and working towards the centerline, as conditions permit.

c. Perform sampling on the centerline.

1) It may be desirable to station a Field Team on the anticipated centerline path of a release, so that early detection of a release is enhanced.

2) Most often centerline sampling would produce the maximum exposure for any given release. Moving downwind will decrease the exposure.

3) Low level releases may require centerline samples to increase accuracy and detectability.

2. The primary method to reduce exposure, is to avoid unnecessary exposure.

1) Withdraw from elevated radiation levels and airborne concentrations when possible.

2) Limit exposure duration times to as short as possible.

3) Wear respiratory and Anti-C clothing as appropriate.

C. Considerations of airborne radiological hazards

1. Determine if the release contains radioiodines.

2. Determine the expected concentration of this hazard.

3. Determine the need for respiratory protection.

4. Based on the quality and quantity of the content of the plume, determine the form of the Field Team direction required to produce centerline air concentration calculations.

D. Consideration of External Radiation Hazards

1. Determine if the release contains radioactive materials in amounts significant enough to produce radiation levels that may require increased tracking of exposures to the Field Teams.

2. Based on the quality and quantity of the content of the plume, determine the form of the Field Team directions required to provide centerline dose rate calculations.

II. RADIATION SURVEYS

A. The Field Teams should conduct activities with their GM instrument in the "ON" position, and the audio device should be operating.

1. This provides audible, early detection when you are in, or under the plume.

2. If the "window-open" and "window-closed" readings are nearly the same, then the dose is mostly gamma radiation and coming from an overhead plume.

3. If the "window-open" reading is higher than the "window-closed" reading, then you may be in the plume or standing in an area of high surface contamination.

B. If you establish that you are in a plume, during a Site Area Emergency or a General Emergency, then don your respirator until the level of particulates or iodines has been determined. Respiratory requirements may be determined, based on those results.

1. The HPC/EC or the RAC/EOF Director must be informed when the Field Teams are required to wear respirators.

2. TSC or EOF staff may be able to determine if a release is more than a noble gas cloud.

C. Do not enter a radiation area, known to be greater than 1000 mr/hr without authorization from the HPC or RAC.

1. This authorization should be relayed to the Field Teams via the established communication route.

2. In the event of an unexplained large increase in radiation levels, exit the area immediately and contact the TSC/EOF.

3. In the event that a dose rate instrument goes off scale on the high range, exit the area immediately and contact the TSC/EOF.

D. Keep the DAC or FTC informed of radiation levels and remain aware of individual total exposure.

III. AIR SAMPLING

A. An air sample with a low iodine count does not, in itself, indicate the absence of iodine in the release. The sample may have been taken outside of the plume (plume overhead). Conversely, it is important to recognize due to the random nature of radioactive decay, that an air sample indicating a low number of corrected counts per minute above background may not in fact be attributable to a plume and may only be a statistical variation in the background count. Confirmatory sampling or other means of determining whether or not a plume is actually present (such as radiation survey results) should be considered and care should be exercised in basing dose assessment calculations on these numbers.

IV. SAMPLING

A. Prevent cross-contamination of samples and instruments.

1. Change outer gloves often.

B. Count samples in as low a background area as possible.

V. CONTAMINATION CONTROL

A. Make use of plastic bags and other equipment provided as necessary to minimize personnel exposure and the spread of contamination.

B. Perform contamination survey of vehicle after exiting plume.

VI. PROTECTIVE EQUIPMENT

A. The KI in the kits is to be used only as directed by the HPC or RAC, as authorized by the Emergency Coordinator (EC) or EOF Director, in accordance with EP-002-033.

TABLE 1

1. This table represents an approximation of the relationship between TEDE and a dosimeter reading.

2. This table is conservative in that it is based on default accident mixes, does not account for respiratory protection and assumes that individuals are immersed in the plume when they receive external exposures (as opposed to exposure from shine only).

3. The information in this table is provided as an aid for use by decision makers in determining stay times for field teams, shift change frequencies, the need for bioassay analysis, etc. The actual application of a "correction factor" to field monitoring team dosimeter readings is not required at any time. Determination of actual organ dose commitments and TEDE can only be made through bioassay analysis and isotopic analysis of field samples and effluent release point data. It is important to ensure that these isotopic and bioassay analyses are performed during the course of the event and as soon as possible after the event is terminated and that applicable dose commitments are assigned to the affected personnel.

| ACCIDENT TYPE | | RATIO OF TEDE TO DOSIMETER READING | |
|---|---|---|---|
| 1. | LOCA, Cladding Failure with NO Containment Spray | 1. | 11.4 |
| 2. | Letdown Line Break with Iodine Spike | 2. | 3.5 |
| 3. | LOCA, Cladding Failure with Containment Spray | 3. | 3.0 |
| 4. | Letdown Line Break with No Iodine Spike | 4. | 2.0 |
| 5. | LOCA, with No Containment Spray | 5. | 1.6 |
| 6. | Liquid Waste System Failure | 6. | 1.5 |
| 7. | All Main Steam Releases with or without Cladding Failure | 7. | 1.2 |
| 8. | Fuel Handling Accident | 8. | 1.2 |
| 9. | LOCA with Containment Spray | 9. | 1.1 |
| 10. | All Steam Generator Tube Ruptures with or without Cladding Failure | 10. | 1.0 |
| 11. | Waste Gas System Failure | 11. | 1.0 |

FIELD TEAM OPERATIONAL CHECKLIST

ASSIGNMENT OF FIELD TEAMS

Section 5.1

_____ Field Team designation - A B C

_____ Unlock the Backup OSC

ACTIVITIES AT THE BACKUP OSC

Section 5.2

_____ Obtain a Field Monitoring Kit

_____ Do Attachment 7.2

_____ Broken seal: Refer to procedure

_____ Ludlum 12 - visual check; battery check; response check; (Attachment 7.3)

_____ RO2 or equivalent - visual check; battery check; response check (Attachment 7.3)

_____ Survey instruments to be left "ON"

_____ Vehicle keys from Backup OSC locker

_____ Vehicle locations list

_____ Radio check using handheld radio

_____ Radio check using vehicle radio

Many items on this checklist will be repeated several times. The checklist is to be used for guidance only. Refer to the procedure reference for details.

FIELD TEAM OPERATIONAL CHECKLIST

COMMUNICATIONS

Section 5.3

_____ 1st choice - Vehicle radio or handheld radio (Primary) means of communication)

_____ 2nd choice - Vehicle radio (Labeled Secondary)

_____ 3rd choice - Pay phone (Roll of quarters in field kit)

_____ Initial instructions from DAC (TSC)

_____ When EOF is activated, instructions from FTC

_____ Lists DAC & FTC phone numbers (PABX)

RESPONSIBILITIES WHILE IN ROUTE TO SAMPLE STATIONS

Section 5.4

_____ Check contents of Field Team Kit

_____ Checklist not required for dispatch from site

_____ Physically check off items on checklist

_____ Update dose rates frequently to DAC/FTC

_____ Notify DAC/FTC at edge of plume

_____ Sample location information is provided in kits

_____ Review guidance provided in Attachment 7.8

Many items on this checklist will be repeated several times. The checklist is to be used for guidance only. Refer to the procedure reference for details.

FIELD TEAM OPERATIONAL CHECKLIST

DUTIES AT SAMPLE LOCATIONS

Section 5.5

_____ Conduct radiation survey

_____ Hold RO2 or equivalent vertically @ 1 meter above ground

_____ Perform periodic response checks of RO2 or equivalent

_____ Are you "IN" or "UNDER" the plume?

_____ Record closed-window and open-window readings on Attachment 7.7

_____ Report closed-window and open-window readings to the DAC/FTC

_____ Report minimum readings as "less than" not "0"

_____ Obtain air samples

_____ Install filter and cartridge

_____ Obtain 11 cu. ft. sample

_____ Prepare sample bag

_____ Start Sampler & stopwatch

_____ Place filter & cartridge in sample bag

_____ Analyze air sample

_____ Use Ludlum 12 (or equivalent)

_____ Record sample data on Attachment 7.7

_____ Report results of air sampling

Many items on this checklist will be repeated several times. The checklist is to be used for guidance only. Refer to the procedure reference for details.

FIELD TEAM OPERATIONAL CHECKLIST

DUTIES AT SAMPLE LOCATIONS CONTINUED

Section 5.5

_____ Retain air samples for further analysis

_____ Go to monitoring points as directed by DAC/FTC

_____ Perform surveys and air sampling as directed

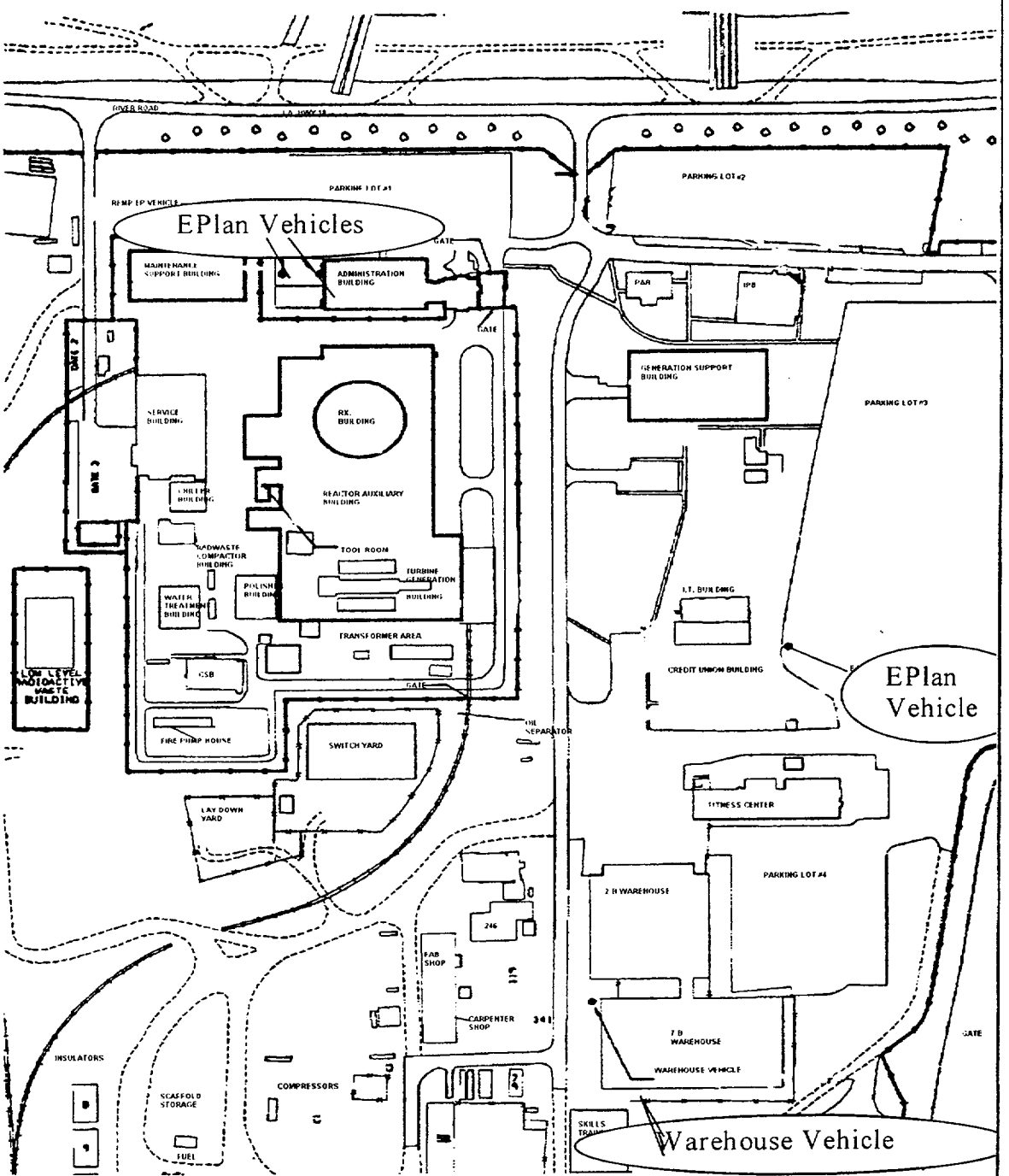
_____ Further analysis is coordinated through the EOF

_____ Return samples to the OSC

_____ DAC/FTC instructs, if OSC not used for sample collection

Many items on this checklist will be repeated several times. The checklist is to be used for guidance only. Refer to the procedure reference for details.

# FIELD TEAM VEHICLE LOCATION MAP



REQUEST/APPROVAL PAGE

# SAFETY RELATED

Required Review Level (check one)
- ☐ PORC
- ☒ QUALIFIED REVIEWER

PROCEDURE NUMBER: EP-003-030 REVISION: 10 CHANGE: 0

TITLE: Emergency Program Review, Updating and Modification

EFFECTIVE DATE/MILESTONE: N/A
(N/A If Same as Approval Date)

PROCEDURE OWNER: Emergency Planning Manager
(Position Title)

PREPARER (Print Name / Initial): R. J. Perry / RJ Perry DATE: 1/24/01

ACTION:
- ☐ New Procedure
- ☐ Deletion
- ☒ Revision
- ☐ Change EC? ☐ _____ (Applicable LI-101 Step Numbers)
- ☐ Deviation Expiration Date/Milestone: _____
- ☐ Temporary Procedure Applicable Conditions: _____

DESCRIPTION AND JUSTIFICATION OF CHANGE:

Formatted procedure and made editorial changes in accordance with W2.109 and W2.110. Changed "LRPD" to "LDEQ". Changed designation of procedure to "Safety Related" to address Condition Report CR-WF3-1998-0154. Revision bars were not used where the change was a format change and not a content change.

☐ Request/Approval Page Continuation Sheet(s) attached.

| | | | | |
|---|---|---|---|---|
| EC SUPERVISOR | | APPROVAL: | N/A | DATE: |
| 50.59 REVIEWER | Required? ☒ | REVIEW: | Greg Fields | DATE: 1/5/01 |
| 50.54 REVIEWER | Required? ☒ | REVIEW: | | DATE: 1-17-01 |
| TECHNICAL REVIEWER | | REVIEW: | Marc VanDerHeyden | DATE: 1/11/01 |

Change Notice (CN)? ☐

| | | | |
|---|---|---|---|
| CHANGE NOTICE (CN) SUPERVISOR | APPROVAL: | N/A | DATE: |
| CHANGE NOTICE (CN) ON-SHIFT SS/CRS | APPROVAL: | N/A | DATE: |
| | | | Final Approval Due By: |

| | | | | |
|---|---|---|---|---|
| QUALIFIED REVIEWER | Required? ☒ | REVIEW: | Richard Stapley | DATE: 1-15-01 |
| GROUP/DEPT. HEAD | REVIEW ☐ or | APPROVAL ☒ | | DATE: 3-21-01 |
| GM, PLANT OPERATIONS | REVIEW ☐ or | APPROVAL ☐ | N/A | DATE: |
| VICE PRESIDENT, OPERATIONS | | APPROVAL: | N/A | DATE: |

CONTROLLED COPY No. FEY

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LIST OF EFFECTIVE PAGES

1-8 Revision 10

## 1.0 PURPOSE

1.1 To define and identify the requirements for the periodic review, updating and modification of the Waterford 3 Emergency Preparedness Program.

## 2.0 REFERENCES

2.1 Waterford 3 SES Emergency Plan

2.2 10CFR50.54 (q) and (t)

2.3 10CFR50, Appendix E

2.4 Waterford 3 Technical Specifications

2.5 W2.109, Procedure Development, Review & Approval

2.6 W2.110, Procedure Format Standards

2.7 10CFR50.4 (b) (5)

2.8 EP-003-040, Emergency Equipment Inventory

2.9 W2.300, Review of Changes Affecting the Licensed Operator Requalification Program, Security Plan and the Emergency Plan

2.10 EPP-428, Emergency Facilities and Equipment Readiness

2.11 EPP-451, Emergency Planning Action Item Tracking System

2.12 NTP-203, Training Records

2.13 UNT-007-028, Design Changes

## 3.0 RESPONSIBILITIES

3.1 The Emergency Planning Manager is responsible for the overall implementation of this procedure and for overall coordination of the periodic reviews and updating of the Emergency Plan and Implementing Document. The Emergency Planning Manager is also responsible for the inventory, inspection and updating of designated emergency response equipment and supplies.

3.2 The Radiation Protection Superintendent is responsible for the inventory, inspection and updating of designated emergency response equipment and supplies.

## 4.0 INITIATING CONDITIONS

4.1 This procedure should be implemented annually or as a result of, but not limited to, necessary revisions identified in the Emergency Preparedness Program from the following mechanisms:

4.1.1 Actual emergencies

4.1.2 Drills

4.1.3 Joint Nuclear Regulatory Commission (NRC)/Federal Emergency Management Agency (FEMA) exercises

4.1.4 Regulatory guidance

4.1.5 NRC appraisals and inspections

4.1.6 NRC-generated communications

4.1.7 Independent review/audit

4.1.8 Technical reviews and individual staff use and evaluation

4.1.9 Emergency response facility and equipment evaluations and tests

4.1.10 Station procedure revisions or changes

4.2 As directed by the Emergency Planning Manager.

## 5.0 PROCEDURE

5.1 Reviews/Audits

5.1.1 An independent review/audit of the Emergency Preparedness Program is performed by the Waterford 3 Quality Assurance Department at least every twelve (12) months under the cognizance of the Safety Review Committee in accordance with the Safety Review Committee Charter. The review/audit shall include an evaluation for adequacy of interfaces with State and local governments and of plans and procedures, drills, exercises, and capabilities. The review/audit shall meet the requirements of 10CFR50.54(t).

5.1.1.1 The review/audit is scheduled by Quality Assurance and coordinated with the Emergency Planning Manager.

5.1.1.2 Results of the review/audit should be submitted to the General Manager Plant Operations, Vice President, Operations, and the Safety Review Committee within 30 days after it is completed.

5.1.1.3 That part of the review/audit involving the State and Parish shall be submitted to the Louisiana Department of Environmental Quality (LDEQ) and St. Charles and St. John the Baptist Parishes for their evaluation.

5.2 Change Review by State and Parishes

5.2.1 Changes in Emergency Planning that affect offsite agencies will be coordinated with the appropriate State and Parish officials.

5.3 Identification of Necessary Changes

5.3.1 The necessary revisions and changes to the Emergency Preparedness Program will be, in most instances, identified by the mechanisms listed in section 4.1.

5.3.2 The Emergency Planning Manager should coordinate the incorporation of revisions into the Emergency Plan and Procedures.

5.3.2.1 All Emergency Plan changes/revisions shall be reviewed by the Plant Operations Review Committee (PORC) and approved by the General Manager Plant Operations.

5.3.2.2 All Emergency Procedure changes/revisions should be reviewed in accordance with W2.109.

5.3.2.3 All approved Emergency Plan Implementing Procedure changes/revisions should be made in accordance with the applicable Emergency Planning Department and station procedures.

5.3.2.4 The Emergency Planning Manager should determine other organizations or individuals who will be required to review Plan changes/revisions.

5.3.2.5 The Emergency Planning Manager (or his designee) should determine whether or not a proposed change/revision to the Emergency Plan results in decreased emergency preparedness.

**NOTE**

Any Plan changes/revisions that continue to meet the standards set forth in 10CFR50.47(b) and the requirements of Appendix E of 10CFR50, where a determination is made that they do not decrease the effectiveness of the Plan, do not require NRC approval prior to implementation.

5.3.2.6 Copies of each change/revision to the Plan (whether or not it decreases emergency preparedness) or procedures must be submitted within thirty (30) days to the Administrator of the NRC Regional Office and one copy of each change/revision to the NRC Document Control Desk and NRC Resident Inspector.

5.3.2.7 Changes/revisions to Training Department Procedure NTP-203 should be reviewed for 10CFR50.54q applicability. This procedure shall be submitted to the NRC within 30 days of approval, and the submittal cover letter should instruct the NRC to file this procedure with Waterford 3 EPIPs.

5.3.2.8 Plan changes/revisions that result in decreased emergency preparedness of the Waterford 3 SES shall be submitted to NRC for review and approval in accordance with 10CFR50.54(q) and in accordance with Site Procedure W2.300.

5.3.2.9 The submittal of changes/revisions of the Emergency Plan should be performed by the Nuclear Safety Assurance Department in accordance with Site Procedure W2.300.

5.4 Modifications of Emergency Response Facilities and Equipment

5.4.1 The necessary modifications to the emergency response facilities and equipment will be, in most instances, identified by the mechanisms listed in section 4.1.

5.4.2 When changes to onsite emergency response facilities (Control Room, TSC, OSC) are identified, then submit request as follows:

5.4.2.1 The request for facility modification should be submitted in accordance with UNT-007-028.

5.4.2.2 Requests for facility changes that fall outside of the scope of UNT-007-028 should be pursued through the applicable system engineer or applicable maintenance disciplines, as necessary.

5.4.3 When changes to nearsite/offsite Emergency Response Facilities are identified, then the changes should be approved and implemented through the applicable change procedures.

5.4.4 When needed changes to onsite emergency response equipment are identified, then the changes should be approved and implemented through the applicable change procedures.

5.4.4.1 The request for additional emergency response equipment should be made in accordance with the appropriate procurement procedures.

5.4.4.2 The Emergency Planning Manager may submit progress and completion reports to the General Manager Plant Operations, as necessary.

5.4.5 When changes to nearsite/offsite emergency response equipment are identified, then the changes should be approved and implemented through the applicable change procedures.

5.4.6 The Radiation Protection Superintendent is responsible for the inventory, inspection and updating of designated emergency response equipment and supplies. This includes:

5.4.6.1 The inventory and inspection of emergency response equipment and supplies in accordance with EP-003-040.

5.4.6.2 The replacement of supplies having "shelf life" in accordance with EP-003-040.

5.4.6.3 Deficiencies related to emergency response equipment and supplies are documented in accordance with EP-003-040, and corrected by the Radiation Protection Superintendent.

5.4.7 The Emergency Planning Manager is responsible for the inventory, inspection and updating of designated emergency response equipment and supplies. This includes:

5.4.7.1 The inventory and inspection of emergency response equipment and supplies in accordance with EPP-428.

5.4.7.2 Deficiencies related to emergency response equipment and supplies are documented in accordance with EPP-428 and corrected by the Emergency Planning Manager.

5.5 Tracking of Deficiencies/Improvements

5.5.1 Items identified as deficiencies in the emergency preparedness program, or other items that will improve the program, are tracked to completion in accordance with EPP-451.

5.6 Records

5.6.1 All records generated by the review and updating process shall be maintained and kept on file in accordance with the records management program (Waterford 3 Records Center). These records shall be maintained for a period of 6 years.

## 6.0 FINAL CONDITIONS

6.1 Reviews

6.1.1 Independent reviews complete in accordance with section 5.1.1 of this procedure.

6.1.2 Safety Review Committee review complete in accordance with section 5.1.1.2 of this procedure.

6.2 Incorporation of revisions into the Emergency Preparedness program

6.2.1 Revisions are incorporated into the Emergency Preparedness Program in accordance with section 5.3.2 of this procedure.

6.3 Modifications to the Emergency Response Facilities and Equipment

6.3.1 Changes and modifications to the emergency response facilities and equipment are complete in accordance with section 5.4 of this procedure.

6.4 Records

6.4.1 All records are maintained in accordance with section 5.6 of this procedure.

6.5 Action Items

6.5.1 Action Items are tracked as necessary in accordance with Section 5.5 of this procedure.

## 7.0 ATTACHMENTS

NONE

## 8.0 RECORDS

NONE

LAST PAGE

REQUEST/APPROVAL PAGE

# SAFETY RELATED

Required Review Level (check one)
- ☐ PORC
- ☒ QUALIFIED REVIEWER

PROCEDURE NUMBER: EP-003-060 REVISION: 5 CHANGE: 0

TITLE: Emergency Communications Guidelines

EFFECTIVE DATE/MILESTONE: N/A
(N/A If Same as Approval Date)

PROCEDURE OWNER: Emergency Planning Manager
(Position Title)

PREPARER (Print Name / Initial): R. J. Perry / RJP DATE: 1/24/01

ACTION:
- ☐ New Procedure
- ☐ Deletion
- ☒ Revision
- ☐ Change EC? ☐ _____ (Applicable LI-101 Step Numbers)
- ☐ Deviation Expiration Date/Milestone: _____
- ☐ Temporary Procedure Applicable Conditions: _____

DESCRIPTION AND JUSTIFICATION OF CHANGE:

Formatted procedure and made editorial changes in accordance with W2.109 and W2.110. Updated the instructions on the use of the Civil Defense Radio as found in section 5.2.1 Changed designation of procedure to "Safety Related" to address Condition Report CR-WF3-1998-0154. Revision bars were not used where the change was a format change and not a content change.

☐ Request/Approval Page Continuation Sheet(s) attached.

| | | | | |
|---|---|---|---|---|
| EC SUPERVISOR | | APPROVAL: | N/A | DATE: |
| 50.59 REVIEWER | Required? ☒ | REVIEW: | [signature] | DATE: 1/5/01 |
| 50.54 REVIEWER | Required? ☒ | REVIEW: | | DATE: 2-2-01 |
| TECHNICAL REVIEWER | | REVIEW: | [signature] | DATE: 1/9/01 |

Change Notice (CN)? ☐

| | | | |
|---|---|---|---|
| CHANGE NOTICE (CN) SUPERVISOR | APPROVAL: | N/A | DATE: |
| CHANGE NOTICE (CN) ON-SHIFT SS/CRS | APPROVAL: | N/A | DATE: |
| | | | Final Approval Due By: |

| | | | | |
|---|---|---|---|---|
| QUALIFIED REVIEWER | Required? ☒ | REVIEW: | [signature] | DATE: 1-15-01 |
| GROUP/DEPT. HEAD | REVIEW ☐ or | APPROVAL ☒ | [signature] | DATE: 3-21-01 |
| GM, PLANT OPERATIONS | REVIEW ☐ or | APPROVAL ☐ | N/A | DATE: |
| VICE PRESIDENT, OPERATIONS | | APPROVAL: | N/A | DATE: |

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| 7 | Revision 4 |

## 1.0 PURPOSE

1.1 This procedure provides guidance for emergency response personnel for the following:

1.1.1 General communications techniques to use during emergency situations;

1.1.2 Guidance for the use of the Civil Defense Radio;

1.1.3 General guidance for maintaining status boards to communicate information to emergency response personnel.

## 2.0 REFERENCES

2.1 Waterford 3 SES Emergency Plan

2.2 EP-002-010, Notifications and Communications

2.3 EP-002-150, Emergency Plan Implementing Records

2.4 UNT-005-034, Communication Affecting Plant Operation

## 3.0 RESPONSIBILITIES

3.1 The Emergency Coordinator (EC) and Emergency Operations Facility (EOF) Director, when activated, have the overall responsibility to ensure emergency communications activities are conducted in accordance with this procedure.

3.2 All emergency response personnel are responsible for conducting emergency communications in accordance with this procedure.

## 4.0 INITIATING CONDITIONS

4.1 This procedure is to be initiated upon activation of any of the following emergency response facilities:

4.1.1 Control Room Emergency Communications Station

4.1.2 Technical Support Center (TSC)

4.1.3 Operational Support Center (OSC)

4.1.4 Emergency Operations Facility (EOF)

## 5.0 PROCEDURE

5.1 General Communications Guidelines

5.1.1 All communications transmitted to non-Entergy agencies/organizations should be authorized by the Emergency Coordinator or the EOF Director, when activated.

5.1.2 All emergency communications should be documented in accordance with the requirements of EP-002-150 or EP-002-010.

5.1.3 When calling another station or individual, then always identify the station or individual you are calling followed by an identification of your station. For example:

"Control Room, this is the Operational Support Center ..."

"Shift Manager, this is the Operations Coordinator ..."

5.1.4 Speak directly into the telephone mouth piece. Many of the emergency facility telephones have "confidencers" installed to eliminate background noise. If you do not speak directly into the telephone mouth piece, then the person you are calling may not be able to hear you.

5.1.5 Always include the use of the 3 legged communication methods, provided on Attachment 7.2, during face-to-face communications and over communications circuits, to acknowledge the receipt of information.

5.1.5.1 Always ensure that you receive the second leg and third leg of all communications. If you do not receive them, then request them from the person you are speaking with.

5.1.5.2 When requesting action to be taken, then request that you be informed when the action is completed.

5.1.5.3 It is also a good practice to establish a time when the action will be completed and establish a time for periodic updates.

5.1.6 Messages should be short, concise and to the point.

5.1.7 Avoid the use of abbreviations/acronyms when communicating information. For example:

"Emergency Diesel Generator" rather than "EDG."

5.1.8 Always attempt to avoid terminology which could be misunderstood due to the similarity in pronunciation. For example:

Use "raise/lower" instead of "increase/decrease."

Use "Charlie and Bravo" instead of "C and B."

5.1.9 Always use standard terminology.

"Emergency Diesel Generator #2" instead of "Generator #2."

5.1.10 Ensure that there is no traffic on the radio prior to keying your mike. If you need to transmit urgent information, then interrupt the conversation with "Silence on the Line - Urgent Message." All parties should then be silent to allow the urgent information to be transmitted.

5.1.11 When there is a fire or medical emergency, then do not interrupt the fire brigade or emergency first aid team transmission to transmit routine equipment status reports.

5.2 Use of the Civil Defense Radio

5.2.1 General Instructions

5.2.1.1 On the 8 channel consoles, adjust the SELECTED and UNSELECTED Rotary Volume Controls to a mid range level.

5.2.1.2 On the 2 and 8 channel consoles, adjust the volume to a comfortable level with the Volume Control Arrow Buttons. UP arrows raise the volume; DOWN arrows lower the volume.

5.2.1.3 Depress the SEL button to choose the desired channel on which to communicate.

5.2.1.4 To transmit, depress the PUSH-TO-TALK button on the handset; or depress the red TRANSMIT button on the console and speak into the built-in dynamic microphone (bottom panel of both consoles).

5.2.1.5 A radio patch is available on both consoles. To establish the radio patch, depress the RADIO PATCH button then depress the two SEL buttons of the channels to be patched. To end the patch, simply depress the RADIO PATCH button a second time.

5.2.1.6 Use call signs when transmitting and receiving messages. Those call signs are posted on each radio or can be obtained from the Emergency Response Facilities Numbers section of the Emergency Management Resources Book.

5.2.1.7 Close each transmission clearly. For example:

"OVER" - Response expected

"OUT" - No Response Expected

"STAND BY" - Wait for continuation of conversation

5.2.2 Transmitting a Message

5.2.2.1 To transmit, state the agencies call sign first, then the Waterford 3 call sign.

A. For example:

"WQR-207, This is KJX-697, Over"

B. LOEP should respond as follows:

"This is WQR-207, Over"

C. Waterford 3 should respond as follows:

"This is KJX-697, Please Stand By for a message"

5.2.2.2 When all have responded, then transmit the message slowly and clearly.

5.2.2.3 When complete, then ask for needed clarification and acknowledgment.

5.2.2.4 If a called station fails to respond during call-up, then try them once more at end of roll before transmitting message.

## 6.0 FINAL CONDITIONS

6.1 Use of this procedure is to be terminated when directed by the EOF Director, or Emergency Coordinator at their respective facilities.

6.2 Inform the agencies that the emergency has been terminated and your respective facility will be unmanned.

## 7.0 ATTACHMENTS

7.1 General Status Board Maintenance Guidelines

7.2 3 Way Communication Methods

## 8.0 RECORDS

- None

GENERAL STATUS BOARD MAINTENANCE GUIDELINES

I. GENERAL

A. A good rule of thumb is to verify status board information approximately every 15 minutes and update information that changed.

B. Status board information should always be printed, and printed large enough for other personnel in the area to read from their location.

C. When status boards provide spaces for specific information, then it is important that all spaces be filled in. If no information is available for a particular space, then you should enter "N/A" or "Not Available At This Time" rather than leaving the space blank.

D. It is a good practice to indicate the date and time that the status board was last updated or verified.

E. Avoid the use of non-standard abbreviations on status board entries. For example:

"St. Charles Parish" instead of "SCP."

F. Updates to a previous status board entry can be easily indicated by lining through the earlier entry and entering the new information using a different colored marker. This may be more effective than making a new entry, since it is clear that the corrected entry is a change in status.

II. STATUS BOARDS THAT KEEP A CHRONOLOGICAL RECORD

A. Status boards tend to fill up quickly during an emergency. It is a common practice to erase information from the beginning of the records to allow entering current information.

B. It is a good practice to use a different color marker to enter the new information, to clearly indicate where the old information ends and the new information begins.

3 WAY COMMUNICATION METHODS

1. When face-to-face direct orders are given, then use 3 legged communications as shown in the example below.

   1.1 Example, Face-to-Face Direct Order:

   **First Leg (Emergency Coordinator)**

   "Paul, have a repair team sent to inspect the A/B Charging Pump."

   **Second Leg (Paul, TSC Supervisor)**

   "I understand you want a repair team sent to inspect the A/B Charging Pump."

   **Third Leg (Emergency Coordinator)**

   "That's correct."

2. When requesting information face-to-face, then use 3 legged communications as shown in the example below. Note that the request need not be repeated.

   2.1 Example, Face-to-Face request for Information:

   **First Leg (EOF Director)**

   "Peggy, are the EOF perimeter doors secured?"

   **Second Leg (Peggy Admin. Logistics Coordinator)**

   "The EOF perimeter doors are secured."

   **Third Leg (EOF Director)**

   "I understand the EOF perimeter doors are secured."

3. When requesting information by means of telephone, then use 3 legged communications as shown in the example below.

3.1 Example, Telephone Communications:

**First Leg (TSC Supervisor Communicator)**

"Don, dispatch a repair team to inspect the A/B Charging Pump."

**Second Leg (OSC Supervisor)**

"I understand you want to dispatch a repair team to inspect the A/B Charging Pump."

**Third Leg (TSC Supervisor Communicator)**

"That's correct."

4. When requesting information by means of radio, then use 3 legged communications as shown in the example below.

4.1 Example, Radio Communications:

**First Leg (Field Team Communicator)**

"Field Team (B)ravo, proceed to sample point (E)cho 7."

**Second Leg (Field Team (B)ravo)**

"I understand you want us to proceed to sample point (E)cho 7."

**Third Leg (Field Team Communicator)**

"That's correct."

REQUEST/APPROVAL PAGE

# SAFETY RELATED

Required Review Level (check one)
- ☐ PORC
- ☒ QUALIFIED REVIEWER

PROCEDURE NUMBER: EP-002-050 REVISION: 15 CHANGE: 4

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EFFECTIVE DATE/MILESTONE: N/A
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PROCEDURE OWNER: Emergency Planning Manager
(Position Title)

PREPARER (Print Name / Initial): M.W. Van Der Horst / MWVDH DATE: 3/21/01

ACTION:
- ☐ New Procedure
- ☐ Deletion
- ☐ Revision
- ☒ Change EC? ☒ 5.3.4 g)
  (Applicable LI-101 Step Numbers)
- ☐ Deviation Expiration Date/Milestone:
- ☐ Temporary Procedure Applicable Conditions:

DESCRIPTION AND JUSTIFICATION OF CHANGE: This procedure change corrects the procedure designation to "Safety Related" to satisfy CR-WF3-1998-0154. No changes to content or intent are made. The procedure continues to perform the same function. This Request/Approval page is the only page affected by this change.

☐ Request/Approval Page Continuation Sheet(s) attached.

| | | | | |
|---|---|---|---|---|
| EC SUPERVISOR | | APPROVAL: | | DATE: 3-21-01 |
| 50.59 REVIEWER | Required? ☐ | REVIEW: | N/A | DATE: N/A |
| 50.54 REVIEWER | Required? ☒ | REVIEW: | | DATE: 3-21-01 |
| TECHNICAL REVIEWER | | REVIEW: | | DATE: |

Change Notice (CN)? ☐

| | | | |
|---|---|---|---|
| CHANGE NOTICE (CN) SUPERVISOR | APPROVAL: | N/A | DATE: N/A |
| CHANGE NOTICE (CN) ON-SHIFT SS/CRS | APPROVAL: | N/A | DATE: N/A |

Final Approval Due By:

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|---|---|---|---|---|
| QUALIFIED REVIEWER | Required? ☐ | REVIEW: | | DATE: N/A |
| GROUP/DEPT. HEAD | REVIEW ☐ or | APPROVAL ☒ | | DATE: 3-21-01 |
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REQUEST/APPROVAL PAGE

# SAFETY RELATED

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- ☐ PORC
- ☒ QUALIFIED REVIEWER

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TITLE: Emergency Environmental Monitoring

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PROCEDURE OWNER: Emergency Planning Manager
(Position Title)

PREPARER (Print Name / Initial): M.W. Van Der Horst / [initial] DATE: 3/21/01

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- ☐ New Procedure
- ☐ Deletion
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- ☒ Change EC? ☒ 5.3.4 g) (Applicable LI-101 Step Numbers)
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| EC SUPERVISOR | | APPROVAL: | [signature] | DATE: 3-21-01 |
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| TECHNICAL REVIEWER | | REVIEW: | N/A | DATE: N/A |

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| CHANGE NOTICE (CN) SUPERVISOR | APPROVAL: | N/A | DATE: N/A |
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REQUEST/APPROVAL PAGE

# SAFETY RELATED

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PROCEDURE OWNER: Emergency Planning Manager
(Position Title)

PREPARER (Print Name / Initial): M.L. Huskey / M.L. Huskey for M.L. Huskey DATE: 3/21/01

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- ☐ New Procedure
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| EC SUPERVISOR | | APPROVAL: | | DATE: 3-21-01 |
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| TECHNICAL REVIEWER | | REVIEW: | N/A | DATE: N/A |

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| GM, PLANT OPERATIONS | REVIEW ☐ or | APPROVAL ☐ | N/A | DATE: N/A |
| VICE PRESIDENT, OPERATIONS | | APPROVAL: | N/A | DATE: N/A |

**ENCLOSURE 1 CONTAINS PERSONAL INFORMATION**

**ENCLOSURE 1 TO**
**W3F1-2001-0029**

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