



## INTEROFFICE MEMORANDUM

DATE: April 6, 2001

TO: Distribution

FROM: *B.D. Francisco*  
Procedure Control, Administrative Services, WNP-2 (927A)

SUBJECT: **PLANT PROCEDURES MANUAL - VOLUME SWP  
PACKAGE NO. 2001-201**

**REFERENCE:**

The following Procedure has **EDITORIAL CHANGES**, please replace the pages located in your manual with the attached pages:

<u>Procedure</u>	<u>Rev.</u>	<u>Affected Page(s)</u>
SWP-EPP-01	6	3 and 4

To verify receipt or cancellation of the subject Procedure(s), please sign, date and **return this receipt to Procedure Control, MD 927A** within **TEN (10) WORKING DAYS** of the date of this IOM.

Energy Northwest  
Procedure Control (Mail Drop 927A)  
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Richland, WA 99352

\_\_\_\_\_  
Date

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5	Licensed Training	1027
6	*Simulator	1027
12	PEC Library	PEC
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25	Bruce Bond	911
26	Region IV, NRC (SWP-EPP-01 Only)	----
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30	EOF Support Engineering Library	1050
31	*TSC Emergency Response	927A
35	NRC Resident Inspector (SWP-EPP-01 Only)	988C
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53	State of WA, Military Dept. (SWP-EPP-01 Only)	----
55	Federal Emerg. Mgmt. Agency (SWP-EPP-01 Only)	----
57	BC Dept. of Emerg. Mgmt. (SWP-EPP-01 Only)	----
63	Emergency Training (SWP-EPP-01 Only)	PE30
64	*Radwaste Control Room	927A
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75	Dept. of Health Rad Prot. (SWP-EPP-01 Only)	----
80	GSB Library	927A
87	Document Control Desk, NRC (SWP-EPP-01 Only)	----
+ +90	*Joint Information Center (SWP-EPP-01 Only)	PE30
114	EP Manager (SWP-EPP-01, SWP-FFD-01 Only)	PE30
118	Procedure Development Group	901A
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132	Licensed Training	1027
144	*Work Control	927A
146	FEMA RX Liaison (SWP-EPP-01 Only)	----
155	*Maintenance Library	927A
164	Oregon St. Dept. of Energy (SWP-EPP-01 Only)	----
215	*Ops Production Center (SWP-MAI-01, SWP-OPS-03 Only)	927A
217	WNP-1 Records (SWP-REC-01 Only)	817
218	U.S. NRC (SWP-EPP-01 Only)	----
219-221 (3)	Licensed Training	1027
223	Franklin County Emerg. Mgmt. (SWP-EPP-01 Only)	---
N/A	Human Resource (SWP-TQS-01 & SWP-FFD-01 Only)	PE07
N/A	Sharon Grunst (SWP-PRO-01, PRO-02 & PRO-03)	927A
N/A	Amy Anderson (Memo Only for OPS PPM's)	927O
N/A	M Avery (OPS PRF & Summary of Changes Only)	1022
N/A	Rose Morse (memo only)	927A
N/A	Records Processing	964Y

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**\* Level 1 File**

**DATE: 04/06/01**

# **EDITORIAL**

**SWP-EPP-01**

### 3.0 RESPONSIBILITIES

{R-1582, R-1583, R1604}

- 3.1 The Plant General Manager (PGM) has overall responsibility for Energy Northwest emergency protective response to nuclear emergencies.
- 3.2 The Vice President for Operations Support and Public Information Officer has the responsibility and authority to implement Energy Northwest emergency preparedness program for the PGM.
- 3.3 Appropriate divisional vice presidents have the responsibility to approve assignment of emergency response organization (ERO) members to the ERO.
- 3.4 Appropriate management has the responsibility to support implementation of corrective actions relative to Columbia Generating Station Emergency Preparedness identified by critique and audit findings.
- 3.5 The Corporate Emergency Preparedness, Safety and Health Officer is responsible to identify and administer an ERO that fulfills the commitments and intents of the Columbia Generating Station Emergency Plan. Additionally, the Corporate Emergency Preparedness, Safety and Health Officer:
  - Proposes assignment of personnel with appropriate skills to the ERO.
  - Has overall responsibility for implementation and maintenance of the Emergency Preparedness Training Program.
  - Assigns responsibility for development, implementation, and maintenance of emergency preparedness training materials.
  - Reviews and approves emergency preparedness training materials.
  - Ensures program meets required internal and external program and quality requirements, including offsite agency interface.
  - Ensures adverse findings by audit/inspection groups are addressed and resolved.
  - Ensures a review of emergency response personnel qualification status is conducted quarterly.
  - Maintains and implements a schedule of drills and exercises.

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- 3.6 The Operations Manager is responsible for ensuring that Shift Managers, Control Room Supervisors, Shift Technical Advisors, Reactor Operators, Shift Support Supervisors, and Equipment Operators are qualified for and aware of their emergency response responsibilities and assignments.
- 3.7 The Radiation Protection Manager is responsible for ensuring that Health Physics personnel are qualified for and aware of their emergency response responsibilities and assignments.
- 3.8 The Chemistry Manager is responsible for ensuring that Chemistry personnel are qualified for and aware of their emergency response responsibilities and assignments.
- 3.9 The Maintenance Manager is responsible for ensuring that Electrical, Mechanical, and I & C craft and supervision are qualified for and aware of their emergency response responsibilities and assignments.
- 3.10 The Nuclear Training Manager is responsible for ensuring that the appropriate training courses are listed in the personnel qualification directories. In addition, the Nuclear Training Manager is responsible for EP related training for the Fire Brigade, First Responders, Health Physics and Chemistry Technicians. The Nuclear Training Manager also:
- Provides for the development, implementation and maintenance of emergency preparedness training courses unique to control room emergency operations based on Vol. 5 of the PPMs, Emergency Operating Procedures.
  - Provides for instruction of accident identification and classification training for required emergency response personnel.
- 3.11 The Operations Training Superintendent is responsible for:
- Review and sign-off of lesson plans and exams applicable to licensed training.
  - Ensure emergency preparedness training schedules are coordinated with initial licensed training and requalification cycles.
  - Provide simulator and scenario support for the Emergency Preparedness Drill and Exercise program.
- 3.12 The Manager, Resource Protection is responsible for providing programmatic approval of the Emergency Preparedness Training Program.

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