

50-461

**CLINTON POWER STATION**  
**NUCLEAR STATION ENGINEERING DEPT.**  
Controlled Document Transmittal

Transmittal No. 01P0207 Transmittal Date 10/09/01 Sheet 1 of

Letter No. \_\_\_\_\_ Document EMERGENCY PLAN IMPLEMENTING PROCEDURE

The attached documents are being transmitted for your use.

27.	CPS/RL	V-455	183.	CPS/JPIC	V-922
56.	SDC/NRC OFFICE	V-130A		C/o A. Oleson	
64.	CPS/TSC	T-31B	493.	CPS/EOF	V-922
64A.	CPS/TSC	T-31B	493A(740).	CPS/EOF	V-922
64B.	CPS/TSC	T-31B	493B(741).	CPS/EOF	V-922
90.	MIKE KIEL	V-130G	493C(742).	CPS/EOF	V-922
110.	SUPV - CHEMISTRY	T-31C	493D(743).	CPS/EOF	V-922
179.	CPS/OPS	T-31B	493F(744).	CPS/EOF	V-922
202.	NTD/SIMULATOR	V-922	493G(745).	CPS/EOF	V-922
202C(673).	SIMULATOR	V-922	493H(746).	CPS/EOF	V-922
255B(698).	DOSIMETRY OFFICE	T-31H			
262A(69A)	MCR/HORSESHOE	T-31B	76.	D. V. PICKETT	OS
262C(69C)	SHIFT SUPERVISOR	T-31B	222/(679)	C. SANGSTER	OS
262D(69D)	REMOTE SHUTDOWN	T-31B	223.	U.S. NRC	
273.	TRAINING REQUAL	V-922		DOC. CONTROL DESK	OS
273A(708).	TRAINING REQUAL	V-922	225/(680).	IDNS (M. SINCLAIR)	OS
467.	MEDICAL	V-374B	234.	STATE EOC	OS
505.	EMERGENCY PLANNING	V-922	235.	M. STRAIN	OS
542.	CAS	T-31M		(DEWITT CO. ESDA)	
544.	SAS	T-31M	238.	D. POWELL (IDNS)	OS
3.	CPS/BEOF	V-150	567.	J. FAIROW	OS
3A.	CPS/BEOF	V-150		(RADIOLOGICAL EP MANAGER)	

**SEE PAGE 2 FOR UPDATING INSTRUCTIONS**

Please acknowledge receipt of the attached documents and return this signed transmittal to DOCUMENT CONTROL, V-150. **NOTE: RETAIN A COPY OF THIS TRANSMITTAL FOR UPDATING INSTRUCTIONS, AS NEEDED.**

Any questions regarding this transmittal should be forwarded to L. Hegger, extension 4087.

\_\_\_\_\_  
Signature/Date

A045

**PLEASE NOTICE THAT THE NUMBERS IN BRACKETS ( ) ARE YOUR  
NEW PASSPORT CONTROL COPY NUMBERS**

**REMOVE/DESTROY:**

Emergency Plan Implementing Procedure  
(EPIP) Status Report  
EPIP EC-01 Form 4, Rev. 3  
EPIP EC-01 Form 7, Rev. 0  
EPIP EC-01 Form 39, Rev. 1  
EPIP EC-07, Rev. 12

**INSERT:**

Same, dtd. 09/27/01  
  
Same, Rev. 4  
Same, Rev. 1  
Same, Rev. 2  
Same, Rev. 13

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>ADMINISTRATIVE PROCEDURE (AP)</u>					
AP-01	ORGANIZATION & PREPARATION OF CONTROLLED DOCUMENTS	7	05/16/01	n/a	
AP-02	REVISIONS AND ADVANCE CHANGE NOTICES	16	07/03/01	n/a	
AP-03	EMERGENCY RECORDS RETENTION	4	01/12/96	5/1	02/03/99
AP-04	PREPARATION & CONDUCT OF EMERGENCY DRILLS & EXERCISES	5	08/03/99	n/a	
AP-05	EMERGENCY PREPAREDNESS TRAINING PROGRAM	11	08/03/01	n/a	
AP-06	REVIEW OF EMERGENCY PREPAREDNESS PROGRAM	6	08/23/01	n/a	
AP-07	ALERT AND NOTIFICATION SYSTEM	8	06/15/01	n/a	
AP-09	EMERGENCY FACILITY AND EQUIPMENT CHECKS	7	05/16/01	n/a	
AP-10	EMERGENCY RESPONSE ORGANIZATION ASSIGNMENTS	8	01/24/00	n/a	

DOCUMENT CONTROL

OCT 09 2001  
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CONTROLLED COPY  
CLINTON POWER STATION

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>EMERGENCY CONTROL (EC)</u>					
EC-01	CPS EMERGENCY RESPONSE ORGANIZATION & STAFFING	8	08/23/01	n/a	
F-01	Interim Station Emergency Director	5	08/02/01	n/a	
F-02	Station Emergency Director (SED)	5	06/15/01	n/a	
F-03	SED Administrative Support	2	06/15/01	n/a	
F-04	TSC Administrative Supervisor	4	09/25/01	n/a	
F-05	Technical Assessment Supervisor	1	04/21/99	n/a	
F-06	Emergency Operations Supervisor	1	04/21/99	n/a	
F-07	TSC Radiological Supervisor	1	09/25/01	n/a	
F-08	OSC Supervisor	1	08/26/99	n/a	
F-09	Station Security Coordinator	0	07/28/92	n/a	
F-10	TSC Communicator	4	08/23/01	n/a	
F-11	TSC Records Management Coordinator	0	07/28/92	n/a	
F-12	TSC Electrical Engineer	1	04/21/99	n/a	
F-13	TSC Reactor Engineer	1	04/21/99	n/a	
F-14	TSC Chemist-Nuclear	2	04/21/99	n/a	
F-15	Operations Coordinator	1	04/21/99	n/a	
F-16	TSC Computer Operator	5	02/28/00	n/a	

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
F-17	Radiological Engineering Specialist	1	11/23/93	n/a	
F-19	RP (TSC) Communicator	0	07/28/92	n/a	
F-20	Status Board Keepers	0	07/28/92	n/a	
F-21	Radiological Controls Supervisor	0	07/28/92	1/1	06/29/00
F-22	In-station Emergency Teams	0	07/28/92	n/a	
F-23	OSC Radiological Controls Coordinator	1	04/11/01	n/a	
F-24	Assistant OSC Radiological Controls Coordinator	0	07/28/92	n/a	
F-25	RP (OSC) Communicator	0	07/28/92	n/a	
F-26	Emergency Team Coordinator	1	10/18/93	n/a	
F-28	Emergency Manager	3	06/15/01	n/a	
F-30	EOF Director	3	03/05/97	n/a	
F-31	Executive Administrative Support	2	06/15/01	n/a	
F-32	Licensing Advisor	0	07/28/92	n/a	
F-33	EOF Emergency Advisor	3	04/11/01	n/a	
F-34	EOF Technical Advisor	0	07/28/92	n/a	
F-36	Technical Information Liaison	1	01/22/97	n/a	
F-37	Emergency Action Level/Protective Action Evaluator	0	07/28/92	n/a	
F-38	Security Supervisor	0	07/28/92	n/a	
F-39	Radiation Protection Supervisor	2	09/25/01	n/a	

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
F-40	EOF Administrative Supervisor	2	07/25/00	n/a	
F-41	EOF Engineering Supervisor	0	07/28/92	1/1	07/28/99
F-42	RP (EOF) Communicator	0	07/28/92	n/a	
F-43	Dose Assessment Supervisor	1	12/01/93	n/a	
F-44	Dose Assessor	0	07/28/92	n/a	
F-45	Field Team Coordinator	2	01/10/00	n/a	
F-46	Field Teams	0	07/28/92	n/a	
F-47	Radiological Controls Coordinator	1	11/23/93	n/a	
F-48	Environmental Lab Coordinator	1	11/23/93	2/1	03/25/99
F-49	EOF Monitor	0	07/28/92	n/a	
F-50	EOF Records Management Coordinator	0	07/28/92	n/a	
F-51	EOF Communicator	3	02/24/00	n/a	
F-53	Copy Clerk	0	07/28/92	n/a	
F-54	TSC Emergency Advisor	0	07/28/92	n/a	
F-55	Procurement Coordinator	1	05/16/01	n/a	
F-56	Word Processor	1	05/16/01	n/a	
F-57	EOF Computer Operator	4	09/02/99	n/a	
F-58	Mechanical/Nuclear Engineer	0	07/28/92	n/a	
F-59	EOF Electrical Engineer	0	07/28/92	n/a	
F-60	Core Damage Assessor	0	07/28/92	n/a	

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
F-61	Technical Advisor to State/Local Organizations	0	07/28/92	n/a	
F-62	EOF Administrative Support	0	07/28/92	n/a	
F-63	Fire Brigade Coordinator	0	07/28/92	n/a	
F-64	RAFT Liaison	0	07/28/92	n/a	
F-65	Warehouseman	1	05/17/01	n/a	
F-66	EOF Access Control Coordinator	3	08/23/01	n/a	
F-67	PASS Team Leader	1	05/24/93	n/a	
F-68	Fitness for Duty (FFD) Coordinator	0	07/28/92	n/a	
F-69	HAZMAT Team Leader	0	07/28/92	n/a	
F-70	Assistant Emergency Team Coordinator	0	07/28/92	n/a	
F-71	OSC Communicator	0	07/28/92	n/a	
F-72	OSC Support	0	10/05/93	n/a	
F-73	Mechanical Engineer	0	07/27/99	n/a	
EC-02	EMERGENCY CLASSIFICATIONS	6	04/24/98	7/1, 7/2, 7/3	01/27/99, 12/13/99, 12/20/99
EC-03	NOTIFICATION OF UNUSUAL EVENT	6	06/15/01	n/a	
EC-04	ALERT	6	06/15/01	n/a	
EC-05	SITE AREA EMERGENCY	6	06/15/01	n/a	
EC-06	GENERAL EMERGENCY	6	06/15/01	n/a	
EC-07	EMERGENCY PLAN NOTIFICATION	13	09/25/01	n/a	

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EMERGENCY PLAN IMPLEMENTING PROCEDURE

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
	F-01 State and NRC Notifications Checklist	1	01/19/01	2/1	05/31/01
EC-08	NON-ESSENTIAL PERSONNEL EVACUATION	8	07/23/00	n/a	
EC-09	SECURITY DURING EMERGENCIES	6	08/23/01	n/a	
EC-10	PERSONNEL ACCOUNTABILITY	7	06/15/01	n/a	
EC-11	REENTRY	4	08/03/99	n/a	
EC-12	EMERGENCY TEAMS	8	10/03/00	n/a	
EC-13	REACTOR CORE DAMAGE ESTIMATION	4	09/19/97	5/1, 5/2	12/01/97, 09/28/99
EC-14	RECOVERY	3	10/21/94	4/1, 4/2, 4/3	02/08/96, 02/03/99, 12/13/99
	F-01 Recovery Checklist	0	10/21/94	n/a	

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>FACILITIES AND EQUIPMENT (FE)</u>					
FE-01	TSC OPERATIONS	8	08/23/01	n/a	
FE-02	OSC OPERATIONS	6	06/09/97	7/1, 7/2	07/23/99, 08/02/01
FE-03	EOF OPERATIONS	7	08/23/01	n/a	
FE-04	BEOF OPERATIONS	7	08/23/01	n/a	
FE-05	EMERGENCY EQUIPMENT & SUPPLIES	11	05/26/97	n/a	
F-02	OSC Emergency Equipment	4	05/16/01	n/a	
F-03	EOF Emergency Equipment	4	05/16/01	n/a	
F-04	BEOF Emergency Equipment	1	05/16/01	n/a	
F-05	EOF Environmental Lab Equipment	0	04/28/92	n/a	
F-06	Emergency Vehicle Kit	0	04/28/92	n/a	
F-07	Field Monitoring Kit	2	05/16/01	n/a	
F-08	Hospital Kit	2	05/16/01	n/a	
F-09	Decontamination Kit	2	10/16/94	n/a	
F-10	TSC Administrative Supplies	4	05/16/01	n/a	
F-11	OSC Administrative Supplies	1	05/16/01	n/a	
F-12	OSC Maintenance Tool Box	3	05/16/01	n/a	
F-13	First Aid Kit (Trauma Kit)	2	05/16/01	n/a	
F-14	EOF Administrative Supplies	2	05/16/01	n/a	
F-15	BEOF Administrative Supplies	1	05/16/01	n/a	

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
	F-16 JPIC Administrative Supplies	2	04/11/01	n/a	
	F-17 EOP Supply Kit	4	09/30/99	n/a	
	F-18 EOP MCR Tool Bag	1	05/16/01	n/a	
FE-06	EMERGENCY COMMUNICATIONS EQUIPMENT	5	11/07/00	n/a	

MISCELLANEOUS (MS)

MS-01	TRANSPORTATION ACCIDENTS	4	10/13/97	5/1	02/01/00
MS-03	NOTIFICATION OF NEXT OF KIN	4	01/12/96	5/1, 5/2	02/03/99, 12/13/99
MS-04	PROCESSING NRC & IDNS PERSONNEL DURING AN EMERGENCY	4	06/06/00	n/a	

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>PUBLIC RELATIONS (PR)</u>					
PR-01	JOINT PUBLIC INFORMATION CENTER OPERATION AND STAFFING	7	08/23/01	n/a	
F-01	JPIC Administration Coordinator Checklist	2	08/23/01	n/a	
F-02	JPIC Audiovisual Support Checklist	1	02/06/97	n/a	
F-03	JPIC Director Checklist	3	08/23/01	n/a	
F-06	JPIC Graphic Support Checklist	0	07/28/92	n/a	
F-07	JPIC Public Information Officer Checklist	2	04/11/01	n/a	
F-08	JPIC Media Coordinator Checklist	1	08/24/01	n/a	
F-09	JPIC Media Monitoring Team Checklist	0	07/28/92	n/a	
F-12	JPIC Technical Advisor Checklist	0	07/28/92	n/a	
F-13	JPIC Technical Information Coordinator Checklist	0	07/28/92	n/a	
F-14	Writer Checklist	0	07/28/92	n/a	
F-18	JPIC Administrative Support Staff	0	08/23/01	n/a	
PR-03	PREPARATION AND DISSEMINATION OF EMERGENCY INFORMATION	9	05/16/01	n/a	
PR-05	PUBLIC INFORMATION & EDUCATION	7	06/15/01	n/a	

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>RADIOLOGICAL ASSESSMENT (RA)</u>					
RA-01	MANUAL RADIOLOGICAL DOSE ASSESSMENT	6	08/20/99	7/1	11/29/99
RA-02	PROTECTIVE ACTION RECOMMENDATIONS	5	08/08/01	n/a	
RA-03	RADIOLOGICAL EXPOSURE GUIDELINES	5	10/13/97	n/a	
RA-04	PERSONNEL MONITORING & DECONTAMINATION	7	08/03/99	n/a	
RA-05	PERSONNEL PROTECTION	6	02/24/00	n/a	
RA-06	STATION RADIOLOGICAL SURVEYS	6	06/03/96	n/a	
RA-07	FIELD RADIOLOGICAL MONITORING	6	08/03/99	n/a	
RA-09	POST ACCIDENT SAMPLING	6	10/12/94	7/1	06/19/97
RA-11	STACK EFFLUENT ANALYSIS & SAMPLING	7	08/27/00	n/a	
RA-14	DOSE RATE DETERMINATION BASED ON ENVIRONMENTAL AIR SAMPLES	6	12/14/99	n/a	
RA-15	PREDICTIVE RELEASE RATES	6	02/18/98	n/a	
RA-16	COMPUTERIZED RADIOLOGICAL DOSE ASSESSMENT	5	08/03/99	n/a	
RA-17	RADIOLOGICAL CONTROL OF THE EOF	9	5/16/01	n/a	
RA-18	EOF ENVIRONMENTAL LAB OPERATIONS	4	08/03/99	n/a	

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 4  
FORM: 4  
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TITLE: TSC ADMINISTRATIVE SUPERVISOR

SCOPE OF REVISION: Revised to add a statement to ensure that assembly/evacuation announcements are made within 15 minutes following the declaration of a Site Area or General Emergency.

DOCUMENT CONTROL

OCT 09 2001  
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CLINTON POWER STATION

Authority

Function

Signature

Date

Prepared by

Greg Birk

9/21/01

Security Manager

Dennis Smith

9/25/01

Concurrence

N/A

N/A

Concurrence

N/A

N/A

Concurrence

N/A

N/A

Independent Reviewer

John

9/24/01

Manager-Clinton Power Station

M. J. J. J.

9/25/01

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 4  
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TITLE: TSC ADMINISTRATIVE SUPERVISOR

Activation Level: ALERT or more severe

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Location: Technical Support Center

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**Position Description:**

The TSC Administrative Supervisor is responsible for the formation and direction of a clerical staff to support the Station Emergency Response Organization and to aid communications between onsite and offsite organizations. The TSC Administrative Supervisor is responsible for ensuring timely notification to off-site authorities. In addition, the TSC Administrative Supervisor is responsible for ensuring continuity of resources for the Station Emergency Response Organization and coordinating Security Force resources. The TSC Administrative Supervisor is responsible for preparing and maintaining an integrated record of major emergency related activities of the Station Emergency Response Organization, and for the retention and retrieval of records needed for emergency activities.

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**Duties:**

1. Supervise the clerical staff in the TSC.
2. Prepare notification forms, as appropriate, for the following offsite authorities and have these approved by the Station Emergency Director and communicated over the appropriate communication systems:
  - a. Emergency Notification system to the NRC
  - b. Nuclear Accident Reporting System (NARS) to Illinois Emergency Management Agency (IEMA) and Illinois Department of Nuclear Safety (IDNS) until transferred to the EOF Emergency Advisor when the EOF is operational.
3. Prepare follow-up notification forms, as appropriate, for the NRC. Follow-up Forms are not required if constant phone contact is maintained.
4. Position communicators to monitor radio and telephone communications in the TSC and direct message routing.
5. Assign a staff member to operate the facsimile transceiver(s) and document messages transmitted and received.
6. Prepare to retrieve Station records and technical documents should they be required during the emergency.

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
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TITLE: TSC ADMINISTRATIVE SUPERVISOR

7. Arrange for food, travel, and lodging for the TSC and OSC personnel; solicit assistance from the EOF Administrative Supervisor, as appropriate.
8. Ensure that all records, documents, and communiques generated as a result of an emergency are collected and forwarded to the Security Manager after the emergency is terminated.
9. Arrange for additional and relief staff for the SERO.
11. Coordinate with the Technical Assessment Supervisor to initiate and maintain contact with General Electric and INPO at the ALERT level; coordinate this with the EOF Administrative Supervisor to continue the contact when the EOF is activated.
12. Coordinate with the EOF Administrative Supervisor when the EOF is staffed.
13. Ensure that necessary security measures are provided for the Station.

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
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TITLE: TSC ADMINISTRATIVE SUPERVISOR

ALERT

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Initials

1. Complete FE-01, Attachment 2, TSC ACTIVATION CHECKLIST as operability checks are completed.

/

Time

2. Coordinate with the Communicators to obtain all completed NARS and ENS forms from the shift. Ensure the forms are complete and that notifications have been made. Document the number of each of the forms and the contact time notifications were made.

NARS	_____	/	_____
	Number		Time Notif. Made
ENS	_____	/	_____
	Number		Time Notif. Made

3. When directed by the SED designate an individual to have the MCR make an announcement using the following script as a guide:

“ATTENTION ALL PERSONNEL, ATTENTION  
ALL PERSONNEL. \_\_\_\_\_ HAS  
ASSUMED COMMAND AUTHORITY AND  
HAS DECLARED THE TSC OPERATIONAL

This announcement should be made to the protected area using the Gai-Tronics all page public address system.

4. Based off the time the last notifications were made but not to exceed one hour, inform the SED to contact the State REAC Commander and provide an update of the emergency. If continuous communication has been established with the NRC, ensure the NRC Communicator updates them. If not, prepare an ENS form, have it approved by the SED and give it to the NRC Communicator.

5. Update the Emergency Classification Status Board and ensure personnel are signing in on staffing board.

6. Notify the American Nuclear Insurers (ANI) and INPO of the emergency. (See NERM for Phone Number)

7. Instruct Security to initiate notifications of additional personnel as directed by the Station Emergency Director. Terminate these notifications when appropriate personnel have been notified.

8. Enter the appropriate Emergency Classification Checklist.

Performed By: \_\_\_\_\_ / \_\_\_\_\_

Name Date

TITLE: TSC ADMINISTRATIVE SUPERVISOR

## SITE AREA EMERGENCY

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Initials

1. As directed by the SED designate an individual to have the MCR sound the Plant General Purpose Alarm and Make an announcement using the following script as a guide:

*"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. A SITE AREA EMERGENCY HAS BEEN DECLARED. REPEAT, A SITE AREA EMERGENCY HAS BEEN DECLARED. ALL NON-ESSENTIAL PERSONNEL PLEASE REPORT TO THE ONSITE ASSEMBLY AREA".*

AND

Follow with a short statement describing the event and any additional actions that may be required.

/\_\_\_\_\_  
Time

2. Within 15 minutes of the declaration complete a NARS form for a Site Area Emergency. Obtain SED approval and give it to the TSC Communicator. Also ensure that the announcement for the assembly/evacuation of all non-essential personnel is made.

If the NRC Communicator does not have continuous communications with the NRC, complete an ENS Form for a Site Area Emergency. Obtain SED approval and give it to the NRC Communicator.

3. Update the Emergency Classification Status Board.

4. Instruct Security to initiate notifications of additional ERO as directed by the Station Emergency Director. Terminate these notifications when appropriate personnel have been notified.

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
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TITLE: TSC ADMINISTRATIVE SUPERVISOR

SITE AREA EMERGENCY

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Initials

5. Once accountability is complete, non-essential personnel should be evacuated from the site; obtain exit routes and destination from the SED; designate an individual to have the MCR sound the Plant Evacuation Alarm and make a Gai-tronics announcement using the following script as a guide:

“ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. ALL NON-ESSENTIAL PERSONNEL ARE TO EVACUATE THE SITE. EXIT THE PROTECTED AREA USING THE (Select One):

1. Craft Security Portal
2. Operations Gate House
3. Craft Security Portal or Operations Gate House

THEN EXIT THE OCA USING THE (Select One):

1. Northwest Gate
2. Northeast Gate
3. Northwest Gate or Northeast Gate

AND (Select One):

1. Go Home
2. Report to the Richland Community College in Decatur.
3. Report to Monticello High School in Monticello
4. Report to ISU Horton Field House in Normal

PLEASE PASS THIS INFORMATION ON TO OTHERS.”

(Reference EC-08, NON-ESSENTIAL PERSONNEL EVACUATION)

6. Transfer “Notifications” to the EOF when appropriate.

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
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TITLE: TSC ADMINISTRATIVE SUPERVISOR

GENERAL EMERGENCY

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Initials

1. As directed by the SED designate an individual to have the MCR sound the Plant General Purpose Alarm and Make an announcement using the following script as a guide:

*"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. A GENERAL EMERGENCY HAS BEEN DECLARED. REPEAT, A GENERAL EMERGENCY HAS BEEN DECLARED. ALL NON-ESSENTIAL PERSONNEL PLEASE REPORT TO THE ONSITE ASSEMBLY AREA".*

AND

Follow with a short statement describing the event and any additional actions that may be required.

/

2. Within 15 minutes of the declaration, if the EOF is not yet operational, complete a NARS form for General Emergency ensuring that a Protective Action Recommendation is included. Obtain SED approval and give it to the TSC Communicator. If the NRC Communicator does not have continuous communications with the NRC complete an ENS Form for a General Emergency. Obtain SED approval and give it to the NRC Communicator. Also ensure that the announcement for the assembly/evacuation of all non-essential personnel is made, if not already completed.

3. Update the Emergency Classification Status Board.

4. Instruct Security to initiate notifications of additional ERO as directed by the Station Emergency Director. Terminate these notifications when appropriate personnel have been notified.

TITLE: TSC ADMINISTRATIVE SUPERVISOR

GENERAL EMERGENCY

Page 2 of 2

Initials

5. Once accountability is complete, non-essential personnel should be evacuated from the site; obtain exit routes and destination from the SED; designate an individual to have the MCR sound the Plant Evacuation Alarm and make a Gai-tronics announcement using the following script as a guide:

“ATTENTION ALL PERSONNEL. ATTENTION  
ALL PERSONNEL. ALL NON-ESSENTIAL  
PERSONNEL ARE TO EVACUATE THE SITE.  
EXIT THE PROTECTED AREA USING THE (Select  
One):

1. Craft Security Portal
2. Operations Gate House
3. Craft Security Portal or Operations Gate House

THEN EXIT THE OCA USING THE (Select One):

1. Northwest Gate
2. Northeast Gate
3. Northwest Gate or Northeast Gate

AND (Select One):

1. Go Home
2. Report to the Richland Community College in Decatur.
3. Report to Monticello High School in Monticello
4. Report to ISU Horton Field House in Normal

PLEASE PASS THIS INFORMATION ON TO OTHERS.”

(Reference EC-08, NON-ESSENTIAL PERSONNEL  
EVACUATION)

6. Transfer “Notifications” to the EOF when applicable.

7. Continue with Routine Actions in Section III.

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 4  
FORM: 4  
PAGE: 9 of 11

TITLE: TSC ADMINISTRATIVE SUPERVISOR

TERMINATION

Page 1 of 1

Initials

1. As directed by the SED designate an individual to have the MCR make an announcement using the following script as a guide:

ATTENTION ALL PERSONNEL, ATTENTION ALL  
PERSONNEL THE \_\_\_\_\_ HAS BEEN  
TERMINATED. REPEAT THE \_\_\_\_\_ HAS BEEN  
TERMINATED

\_\_\_\_\_  
/ Time

2. Ensure all records and logs generated during the emergency are collected and forwarded to Emergency Planning.

\_\_\_\_\_

3. Replenish forms and administrative supplies used during the emergency.

\_\_\_\_\_

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

TITLE: TSC ADMINISTRATIVE SUPERVISOR

## RECOVERY OPERATIONS

Page 1 of 1

Initials

1. Inform the NRC Communicator to notify the NRC of the intent to enter the Recovery Phase.

2. As directed by the SED designate an individual to have the MCR make an announcement using the following script at a guide:

ATTENTION ALL PERSONNEL, ATTENTION ALL PERSONNEL THE GENERAL EMERGENCY HAS BEEN TERMINATED. REPEAT THE GENERAL EMERGENCY HAS BEEN TERMINATED. THE STATION IS NOW IN RECOVERY OPERATIONS.

3. Assist the Station Emergency Director in ensuring a smooth transition into Recovery operations when appropriate.

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

TITLE: TSC ADMINISTRATIVE SUPERVISOR

## ROUTINE ACTIONS

Page 1 of 1

Initials

1. Maintain the Emergency Classification Status Board.

2. Ensure adequate administrative staff and make appropriate personnel assignments.

3. Ensure the Facility Staffing Status Board is current.

5. Prepare relief shift assignment until relieved of this duty by the EOF Administrative Supervisor.

6. Provide administrative support to outside agencies responding to the TSC.

7. Procure food/water for TSC staff until relieved by the EOF Administrative Supervisor.

8. Coordinate with the Technical Assessment Supervisor to initiate and maintain contact with General Electric at an ALERT. Coordinate with the EOF Administrative Supervisor to continue the contact when the EOF is activated.

9. Coordinate administrative matters and needs of Federal, State, and local response organizations until relieved of this duty by the EOF Administrative Supervisor.

10. Inform the SED that it has been 45 minutes since the last notification to the State so that he can initiate a call to the StateREAC Commander and provide them with any update.

11. Prepare hourly updates to the NRC until relieved of notification responsibilities by the EOF. (Hourly updates to the NRC normally remain with the TSC).

12. Provide the American Nuclear Insurers with periodic updates on the emergency that has been activated and the Nuclear Insurance Coordinator has assumed the responsibility.

13. When contacted by the Security Coordinator, make appropriate determination based on the results/status of Fitness for Duty if access can be authorized, escorts can be established, or additional personnel can be notified as deemed appropriate. Keep the Station Emergency Director informed on the results, status of Fitness for Duty testing.

14. Enter the appropriate emergency classification checklist.

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 1  
FORM: 7  
PAGE: 1 of 5

TITLE: TSC RADIOLOGICAL SUPERVISOR

SCOPE OF REVISION: Deleted reference to Illinois Power. Added duty to assign HPN Communicator as applicable.

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Authority

Function

Signature

Date

Prepared by

Greg Birk

9/21/01

Security Manager

*Dennis Smith* 9/25/01

Concurrence

N/A

N/A

Concurrence

N/A

N/A

Concurrence

N/A

N/A

Independent Reviewer

*John R.*

9/24/01

Manager-Clinton Power Station

*W. Carl*

9/25/01

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 1  
FORM: 7  
PAGE: 2 of 5

TITLE: TSC RADIOLOGICAL SUPERVISOR

Activation Level: ALERT or more severe

---

Location: Technical Support Center

---

Position Description:

The TSC Radiological Supervisor is responsible for directing a staff in determining the nature and extent of radiological material problems. The TSC Radiological Supervisor is responsible for assessing onsite personnel exposures and offsite dose assessment until relieved of offsite dose assessment by the Dose Assessment Supervisor.

---

Duties:

1. Assist the other TSC supervisors in determining the cause and magnitude of the emergency.
2. Assess Station radiological and environmental conditions. Request dispatch of in-station radiological control teams from the OSC to monitor Station areas as necessary.
3. Establish radiological controls as conditions warrant and the situation allows.
4. Coordinate initial offsite field team surveys until this duty is assumed by the Dose Assessment Supervisor from the EOF.
5. Use available Station data and monitoring data to determine if any protective actions for the public should be recommended. Provide these recommendations to the Station Emergency Director. This responsibility will shift to the Radiation Protection Supervisor when the EOF is activated and the Emergency Manager has assumed command authority.
6. Ensure that the Station Security Coordinator is kept informed of changing radiological conditions in the Station and Protected Area as a protection measure for security force personnel.
7. Provide assistance to other activities, such as fire fighting, first aid, and rescue, as required.
8. If personnel exposures and radiological conditions warrant, determine personnel stay times and provide these to the OSC Supervisor prior to radiation exposure.
9. Ensure protective clothing and equipment are being used and radiological controls within the Station are established, as appropriate.

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 1  
FORM: 7  
PAGE: 3 of 5

TITLE: TSC RADIOLOGICAL SUPERVISOR

10. Recommend evacuation route(s) to be used by site and/or owner controlled area personnel when not covered by procedures.
11. Ensure that the appropriate bioassay frequencies are implemented for onsite personnel involved in the emergency, if required.
12. Accumulate, tabulate, and evaluate data on Station radiological conditions and make any recommendations to control personnel exposures to the Station Emergency Director. Maintain radiation exposure histories for TSC personnel.
13. Ensure additional monitoring devices, special radiation instrumentation, and protective clothing and equipment are available as necessary.
14. Evaluate the need for shielding.
15. Request additional assistance from the EOF Staff and offsite agencies as required.
16. Maintain a record of major emergency related activities within the TSC Radiological Supervisor's scope of responsibility.
17. Ensure timely, smooth transition of field team operations from the TSC to the EOF.
18. Supervise TSC (RP) status board keepers.
19. Assess Station radiological and environmental conditions for the direction of radiation protection activities during emergency recovery phase.
20. Assign HPN Communicator as applicable.

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 1  
FORM: 7  
PAGE: 4 of 5

TITLE: TSC RADIOLOGICAL SUPERVISOR

Checklist:

	<u>Description</u>	<u>Initials</u>
1.	Assist the other TSC supervisors in determining the cause and magnitude of the emergency.	_____
2.	Assess station radiological and environmental conditions. Request the Station Emergency Director to authorize dispatch of in-station radiological control teams from the OSC to monitor station areas, as necessary.	_____
3.	Establish radiological controls as conditions warrant.	_____
4.	Coordinate initial offsite field team surveys with the Radiological Engineering Specialist until the EOF is operational	_____
5.	Use available station data and monitoring data to determine if any protective actions for the public should be recommended. Provide these recommendations to the Station Emergency Director. This responsibility will shift to the Dose Assessment supervisor when the EOF is activated.	_____
6.	Ensure that the Station Security Coordinator is kept informed of changing radiological conditions in the station and protected area as a protection measure for security personnel.	_____
7.	Provide assistance for other activities, such as fire fighting, first aid, and rescue, as required.	_____
8.	Determine personnel stay times and provide these to the OSC Supervisor prior to authorizing radiation exposures in excess of CPS administrative limits.	_____
9.	Ensure protective clothing and equipment are being used and radiological controls within the Station are established.	_____

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 1  
FORM: 7  
PAGE: 5 of 5

TITLE: TSC RADIOLOGICAL SUPERVISOR

	<u>Description</u>	<u>Initials</u>
10.	Recommend evacuation route(s) to be used by site and/or owner controlled area personnel when not covered by procedures.	_____
11.	Ensure that the appropriate bioassay frequencies are implemented for onsite personnel involved in the emergency, if required.	_____
12.	Accumulate, tabulate, and evaluate data on station radiological conditions and make any recommendations to control personnel exposures to the Station Emergency Director.	_____
13.	Ensure additional monitoring devices, special radiation instrumentation, and protective clothing and equipment, are available.	_____
14.	Evaluate the need for shielding.	_____
15.	Request additional assistance from the EOF Staff and offsite agencies, as required.	_____
16.	Maintain a record of major emergency related activities within the TSC Radiological Supervisor's scope of responsibility.	_____
17.	Ensure timely, smooth transition of field team operations from the TSC to the EOF.	_____
18.	Ensure timely display of radiological and meteorological data on status boards.	_____
19.	Assign HPN Communicator as applicable.	_____

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 2  
FORM: 39  
PAGE: 1 of 3

TITLE: RADIATION PROTECTION SUPERVISOR

SCOPE OF REVISION: Deleted reference to Illinois Power. Added duty to assign HPN Communicator as applicable.

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Authority

Function

Signature

Date

Prepared by

Greg Birk

9/21/01

Security Manager

Dennis Smith | 9/25/01

Concurrence

N/A | N/A

Concurrence

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Concurrence

N/A | N/A

Independent Reviewer

PHG | 9/24/01

Manager-Clinton Power Station

Wael | 9/25/01

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 2  
FORM: 39  
PAGE: 2 of 3

TITLE: RADIATION PROTECTION SUPERVISOR

Activation Level: SITE AREA EMERGENCY or more severe

Location: Emergency Operations Facility

Position Description:

The Radiation Protection Supervisor is responsible for directing a staff in determining the nature and extent of radiological material problems, for assessing onsite personnel exposures and for assessing the Station radiological and meteorological data in order to develop recommended public protective actions for the Emergency Manager's consideration. The Radiation Protection Supervisor reports to the EOF Director and has a direct line of communications with the Individual with Command Authority, normally the Emergency Manager.

Duties:

1. Direct in-station and offsite radiation protection activities.
2. Assist the other EOF supervisors in determining the cause and magnitude of the emergency.
3. Through the Emergency Manager, request additional assistance from the Emergency Support Organization and offsite agencies, as required.
4. Maintain a record of major emergency related activities within the Radiation Protection Supervisor's scope of responsibility.
5. Organize and direct a staff of radiation protection expertise in the Offsite Dose Calculation Room of the EOF through the Dose Assessment Supervisor.
6. Provide and direct offsite field teams, coordinate offsite sampling activities, dose assessments, dose management, and radiation protection programs, through the Dose Assessment Supervisor.
7. Develop public protective action recommendations from available data and provide these recommendations to the Individual with Command Authority, normally the Emergency Manager.
8. Manage radioactive waste and radiological control aspects of recovery operations.
9. Coordinate with the Illinois Department of Nuclear Safety concerning joint projects offsite.
10. Ensure that the Security Supervisor is kept apprised of conditions that could impact security force operations.
11. Coordinate with the TSC Radiological Supervisor for evaluating in-plant problems that could have offsite impact.
12. Assign HPN Communicator if not already established by the TSC.

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01  
REVISION: 2  
FORM: 39  
PAGE: 3 of 3

TITLE: RADIATION PROTECTION SUPERVISOR

Checklist:

	<u>Description</u>	<u>Initials</u>
1.	Determined the cause and magnitude of the emergency.	_____
2.	Assess potential impact on station and offsite radiological and environmental conditions.	_____
3.	Put offsite radiological survey results on status boards.	_____
4.	Provide input for protective action recommendations to the Emergency Action Level/Protective Action Evaluator and EOF Director.	_____
5.	Ensure the EOF Radiological Controls Coordinator establishes radiological controls in the EOF. Make an announcement in the EOF about radiological conditions.	_____
6.	Direct offsite dose assessment activities through the Dose Assessment Supervisor.	_____
7.	Post radiological data and meteorological data on status boards.	_____
8.	Indicate location of the plume on the site map and the 10 mile EPZ map.	_____
9.	When existing potential radiological conditions relocate the Fitness for Duty breath analyzer testing operations from the Personnel Processing Center to the EOF.	_____
10.	Assignment of HPN Communicator (if applicable).	_____

Performed By: \_\_\_\_\_ / \_\_\_\_\_  
Name Date

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-07  
REVISION: 13  
PAGE: 1 of 7

TITLE: EMERGENCY PLAN NOTIFICATION

SCOPE OF REVISION: Removed references to Plant Standing Order (PSO) PSO-029 and replaced with references to Security Lesson Plan LP-101-121. Added a caution statement to Attachment 4, "Emergency Response Notification System Operating Instructions".

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Authority

Function

Signature

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Independent Reviewer

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9/17/01

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W. C. C. C.

9/25/01

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-07  
REVISION: 13  
PAGE: 2 of 7

TITLE: EMERGENCY PLAN NOTIFICATION

1.0 INTRODUCTION

The purpose of this procedure is to provide instructions for making notifications to members of the Emergency Response Organization (ERO) and offsite authorities in the event of and during an emergency at the Clinton Power Station.

2.0 RESPONSIBILITY

- 2.1 Shift Manager - is initially responsible for ensuring notifications are made.
- 2.2 Individual with Command Authority - is responsible for the implementation of this procedure.
- 2.3 Security Manager - is responsible for the review of this procedure.
- 2.4 Manager-Clinton Power Station - is responsible for approval of this procedure.

3.0 DEFINITIONS

None

4.0 INSTRUCTIONS

4.1 Immediate Command Authority Actions

Upon the declaration of any emergency classification, the individual with command authority shall ensure the following.

4.1.1 IF

Offsite emergency support is required,

THEN

Notify, as appropriate:

Emergency Dispatch	911, or
Clinton Ambulance Service	935-4444
or (John Warner Hospital)	935-9571
Clinton Fire Department	935-3159
Farmer City Fire Department	(309)928-2111
Kenny Fire Department	944-2441
DeWitt County Sheriff	935-3196
DeWitt County Emergency Services & Disaster Agency (ESDA)	935-9596

TITLE: EMERGENCY PLAN NOTIFICATION

- 4.3.1 For any emergency classification as soon as possible notify the Central Alarm Station or Secondary Alarm Station at extension 3350. Announce the emergency classification declared and request that notification of the Emergency Response Organization (ERO) be performed.
- 4.1.3 Following declaration of the emergency, the individual with command authority shall also designate an individual to complete notifications to the State and Nuclear Regulatory Commission (NRC). This responsibility should not be assigned to the Incident Assessor. These notification forms to the State and the NRC should be reviewed and approved by the Individual with Command Authority prior to notifications being made.
- 4.1.4 Prepare Attachment 1, NUCLEAR ACCIDENT REPORTING SYSTEM FORM (NARS form) (refer to and complete Form 1).

AND

**Within 15 minutes** of declaring the emergency classification, notify the Illinois Emergency Management Agency (IEMA) and the Illinois Department of Nuclear Safety (IDNS) Dispatcher. Use the Green NARS phone and dial 98. If the initial emergency classification is General Emergency, use dial code 36 and ensure the DeWitt County Sheriff's Dispatcher is also on the line.

IF

the Nuclear Accident Reporting System phone is inoperative,

THEN

use one of the following commercial telephone numbers:

1-800-782-7860 or (IEMA)  
1-217-782-7860

NOTE

IEMA should pass on notifications to IDNS if the NARS phone has failed. However, this action should be verified with the IEMA dispatcher.

NOTE

The MCR direct line should be given to IEMA for callback verification if the call is initiated from the MCR.

TITLE: EMERGENCY PLAN NOTIFICATION

NOTE

The NARS phone may ring after notifications have been completed. If personnel are available, these calls should be answered and logged on a NARS form as state messages. This is to provide confirmation of any message provided to the state agencies and document time and date county agencies were notified of the emergency.

- 4.1.5 Prepare Attachment 2, REACTOR PLANT EVENT NOTIFICATION WORKSHEET,

AND

Immediately after performing step 4.1.4 and in no case later than **within one hour** of the emergency classification, notify the Nuclear Regulatory Commission (NRC) Duty Officer of the contents of Attachment 2. Use the FTS 2001 Emergency Notification System (ENS) telephone using one of the numbers listed on the phone.

IF

the Emergency Notification System (ENS) telephone is inoperative,

THEN

use one of the following commercial telephone numbers:

1-301-816-5100  
1-301-951-0550

- 4.1.5.1 The NRC may request that the individual completing the notification remain on the telephone to maintain continuous communication. If the Incident Assessor was designated to complete the notifications and is needed to perform primary duties then this may be passed on to another qualified individual.

NOTE

The MCR direct line should be given to the NRC for callback verification if the call is initiated from the MCR.

- 4.1.5.2 The REACTOR PLANT EVENT NOTIFICATION WORKSHEET may be telefaxed to the NRC Operations Center after completion of the notification on the ENS telephone. The telefax number for the NRC Operations Center is: 1-301-816-5151
- 4.1.5.3 Activate the Emergency Response Data System (ERDS) at an Alert or higher immediately after performing step 4.1.4 and in no case later than one hour of the emergency classification. Security personnel are responsible for activating the ERDS computer in the EOF.

TITLE: EMERGENCY PLAN NOTIFICATION

- 4.1.6 Perform Plant Gai-tronics announcements as appropriate or as directed by other procedures.

IF

The Gai-tronics fails to adequately broadcast the declaration of an ALERT, a SITE AREA EMERGENCY, a GENERAL EMERGENCY, or a Site Evacuation,

THEN

Request Security personnel to assist as necessary with manually broadcasting the appropriate information in affected areas using portable megaphones and security vehicles with public address equipment.

The use of portable megaphones may be necessary in high noise areas even if Gai-tronics functions properly.

- 4.1.7 Notify the Site Vice President/Manager - CPS, or designee, of the emergency (unless already notified).

4.2 Immediate Security Actions

If Security is notified of the declaration of any emergency, Security shall implement those actions described on Attachment 3, ERO/OWNER CONTROLLED AREA (OCA) NOTIFICATION CHECKLIST. The notifications should be conducted without delay. Additional detail associated with the specific requirements of this checklist have been incorporated into Security Lesson Plan LP-101-121.

NOTE

Should the emergency classification change while performing ERO notifications to the OCA, terminate the notifications already in progress and initiate ERO notifications appropriate for the most recent emergency classification.

4.3 Follow-up Notifications to Key Offsite Agencies

For an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY, the individual with command authority shall ensure that periodic updates are provided to the State and to the NRC as delineated below:

- 4.3.1 If at any time the following information provided to the State (IEMA and IDNS) on the NARS form changes, a new NARS form shall be used to notify the State within 15 minutes, following the instructions provided in Step 4.1.4:
- Emergency Classification
  - Protective Action Recommendations. This includes changes to the downwind sector, which would cause a change in the Protective Action Recommendations.

TITLE: EMERGENCY PLAN NOTIFICATION

- 4.3.2 Follow-up notifications to the Illinois Department of Nuclear Safety (IDNS) shall be made over commercial telephone for an ALERT or higher. For a NOTIFICATION OF UNUSUAL EVENT follow-up notifications will not be made unless requested by the State. For an ALERT or higher, the Individual with Command Authority shall communicate with the State on at least an hourly basis. During fast breaking events, communication with State officials will be more frequent.

The commercial telephone number to use is:

1-217-785-0600 or 1-217-782-6111

- 4.3.3 Follow-up notifications to the NRC shall be made using Attachment 2, REACTOR PLANT EVENT NOTIFICATION WORKSHEET, and shall be made at least **once an hour** following the issuance of the last Event Notification Worksheet. Any change in command authority and the operational status of the emergency response facilities shall be indicated on the event notification worksheet. If, however, the NRC requests that this line be continuously manned, the REACTOR PLANT EVENT NOTIFICATION WORKSHEET does not need to be filled out hourly. Notifications shall then be documented in the Communicator's emergency log.

- 4.3.4 Additional notifications may be made to other offsite organizations by CPS ERO personnel as part of their assigned emergency response duties. Examples of such organizations may include:

- Institute of Nuclear Power Operations (INPO)
- General Electric Company.
- American Nuclear Insurers.

4.4 Termination of Emergency Notifications

IF

conditions sustaining the emergency have been mitigated and there is no further cause to maintain activation of the CPS Emergency Plan

THEN

the individual with command authority may elect to terminate the emergency. Instruct the Shift Manager's designee or the appropriate facility personnel to commence notifying the individuals, agencies, and organizations that have been notified previously that the emergency is terminated and their support and response is no longer needed.

TITLE: EMERGENCY PLAN NOTIFICATION

5.0 REFERENCES

- 5.1 CPS Emergency Plan, Sections 2.6.1, 3.2.7.2, 4.3.2.1, and Figure 2-5.
- 5.2 EPIP EC-03, NOTIFICATION OF UNUSUAL EVENT
- 5.3 EPIP EC-04, ALERT
- 5.4 EPIP EC-05, SITE AREA EMERGENCY
- 5.5 EPIP EC-06, GENERAL EMERGENCY
- 5.6 Security Lesson Plan LP-101-121
- 5.7 CR 1-99-01-024

6.0 ATTACHMENTS

- 1. NUCLEAR ACCIDENT REPORTING SYSTEM FORM
- 2. EVENT NOTIFICATION WORKSHEET
- 3. ERO/OCA NOTIFICATION CHECKLIST
- 4. EMERGENCY RESPONSE ORGANIZATION NOTIFICATION SYSTEM OPERATING INSTRUCTIONS

7.0 FORMS

- 1. STATE AND NRC NOTIFICATIONS CHECKLIST

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-07  
REVISION: 13  
ATTACHMENT: 1  
PAGE: 1 of 2

NUCLEAR ACCIDENT REPORTING SYSTEM FORM

(UTILITY FORM)

UTILITY MESSAGE NO. \_\_\_\_\_

STATE OF ILLINOIS  
NUCLEAR ACCIDENT REPORTING SYSTEM FORM

STATE MESSAGE NO. \_\_\_\_\_

AUGUST 1994

1. STATUS  
[A] ACTUAL  
[B] EXERCISE  
[C] DRILL  
[D] TERMINATION
2. STATION  
[A] DRESDEN  
[B] LASALLE  
[C] QUAD CITIES  
[D] ZION  
[E] BYRON  
[F] BRAIDWOOD  
[G] CLINTON
3. ON-SITE ACCIDENT CLASSIFICATION  
[A] UNUSUAL EVENT  
[B] ALERT  
[C] SITE AREA EMERGENCY  
[D] GENERAL EMERGENCY  
[E] RECOVERY  
[F] NOT APPLICABLE
4. ACCIDENT CLASSIFIED  
TIME: \_\_\_\_\_  
DATE: \_\_\_\_\_  
EAL#: \_\_\_\_\_
- ACCIDENT TERMINATED  
TIME: \_\_\_\_\_  
DATE: \_\_\_\_\_
5. RELEASE TO ENVIRONMENT  
[A] NONE  
[B] POTENTIAL  
[C] OCCURRING  
[D] TERMINATED
6. TYPE OF RELEASE  
[A] NOT APPLICABLE  
[B] RADIOACTIVE GAS  
[C] RADIOACTIVE LIQUID

7. WIND DIRECTION:  
FROM \_\_\_\_\_ (DEGREES)  
DOWNWIND SECTOR: \_\_\_\_\_
8. WIND SPEED (COMPLETE ONE OF THE FOLLOWING:)  
[A] METERS/SEC.: \_\_\_\_\_  
[B] MILES/HR.: \_\_\_\_\_

9. RECOMMENDED ACTIONS

- [A] NONE  
[B] PREPARE FOR POSSIBLE ACTION INVOLVING THE PUBLIC  
[C] INITIATE PUBLIC NOTIFICATION PROCEDURES  
INSTRUCT THE PUBLIC TO TAKE THE FOLLOWING ACTIONS:

<u>SHELTER</u>	<u>EVACUATE</u>	<u>UTILITY ONLY</u>
[D]	[H]	0 - 2 MILE RADIUS
[E]	[I]	0 - MILE RADIUS
[F]	[J]	2 - 5 MILES FOR SECTORS _____
[G]	[K]	5 - 10 MILES FOR SECTORS _____
-----		
[L] SHELTER	SUB-AREAS: _____	(STATE USE ONLY)
[M] EVACUATE	SUB-AREAS: _____	(STATE USE ONLY)

- [N] RECOMMEND POTASSIUM IODIDE (KI) IN ACCORDANCE WITH PROCEDURES (STATE USE ONLY)  
[O] CONFINEMENT OF MILK-PRODUCING ANIMALS ON STORED FEED AND PROTECTED WATER OUT TO \_\_\_\_\_ MILE RADIUS (STATE USE ONLY)  
[P] COMMENCE RETURN OF PUBLIC (STATE USE ONLY)  
[Q] OTHER \_\_\_\_\_

10. ADDITIONAL INFORMATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. MESSAGE TRANSMITTED BY:  
\_\_\_\_\_  
(NAME)  
\_\_\_\_\_  
(ORGANIZATION)  
\_\_\_\_\_  
(OUTSIDE PHONE NUMBER)
12. MESSAGE TRANSMITTED:  
CURRENT TIME: \_\_\_\_\_  
CURRENT DATE: \_\_\_\_\_
13. MESSAGE RECEIVED BY:  
\_\_\_\_\_  
(NAME)  
\_\_\_\_\_  
(ORGANIZATION)

UTILITY USE ONLY

APPROVED BY

(INITIALS)

(TIME)

OUTSIDE PHONE NUMBERS

INITIAL  
ROLL  
CALL

FINAL  
ROLL  
CALL

IEMA	217-782-7860	<input type="checkbox"/>	<input type="checkbox"/>
IONS	217-785-0600	<input type="checkbox"/>	<input type="checkbox"/>
DeWitt Co. ESDA	217-935-9598	<input type="checkbox"/>	<input type="checkbox"/>
DeWitt Co. Sheriff	217-935-3106	<input type="checkbox"/>	<input type="checkbox"/>

NUCLEAR ACCIDENT REPORTING SYSTEM FORM

STATE OF ILLINOIS  
NARS FORM

INSTRUCTIONS FOR USE  
(UTILITY FORM)

Complete the NARS as follows:

**UTILITY MESSAGE NUMBER** - For use by Utility personnel only. Number Messages sequentially, starting with 1, for the Event described. Enter "N/A" if this is a State NARS.

**STATE MESSAGE NUMBER** - Enter State Message Number when receiving a NARS message from the State. Enter "N/A" if this is a Utility NARS.

1. **STATUS** - Check the letter corresponding to the appropriate status description.

2. **STATION** - Check the letter corresponding to the affected Station.

3. **ON-SITE ACCIDENT CLASSIFICATION** - Check the letter corresponding to the classification issued by the Utility.

4. **ACCIDENT CLASSIFIED** - Fill in the time and date at which the most recent accident classification was determined by the Utility. Also fill in the applicable On-Site Emergency Action Level (EAL) code number. Enter "N/A" if this is an accident termination message.

**ACCIDENT TERMINATED** - Fill in the time and date of the accident termination, if applicable. Enter "N/A" if this is an accident classified message.

5. **RELEASE TO ENVIRONMENT** - Check the letter corresponding to the appropriate description.

6. **TYPE OF RELEASE** - Check the letter corresponding to the appropriate release type.

7. **WIND DIRECTION** - Fill in the direction from which the wind is coming, in degrees.

**DOWNWIND SECTOR** - Fill in the letter corresponding to the Downwind Sector. Use environmental sampling maps or the following table

DOWNWIND SECTOR	WIND FROM	DEGREES	DOWNWIND SECTOR	WIND FROM	DEGREES
J	N	349-11	A	S	169-191
K	NNE	12-33	B	SSW	192-213
L	NE	34-56	C	SW	214-236
M	ENE	57-78	D	WSW	237-258
N	E	79-101	E	W	259-281
P	ESE	102-123	F	WNW	282-303
Q	SE	124-146	G	NW	304-326
R	SSE	147-168	H	NNW	327-348

8. **WIND SPEED** - Fill in the wind speed under meters/second or miles/hour.

9. **RECOMMENDED ACTIONS** - Check the letter corresponding to the appropriate protective action. Add additional information if [C] is chosen. If recommending shelter or evacuation for letters [F][G][J] or [K], provide the center line sector and at least one sector on each side of center line. Letters [L-P] are for State use only.

10. **ADDITIONAL INFORMATION** - Provide additional information that will be helpful to personnel evaluating the event (e.g. Unit Number)

11. **MESSAGE TRANSMITTED BY** - Fill in name, organization and outside phone number of person transmitting the NARS Form information.

12. **MESSAGE TRANSMITTED** - Fill in the current time and date that the message was transmitted by the person listed in step 11

13. **MESSAGE RECEIVED BY** - Fill in name and organization of person receiving the NARS message and filling out the NARS Form

PROCEDURE: EC-07  
REVISION: 13  
ATTACHMENT: 2  
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NRC FORM 361 (12-2000)

CLINTON POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-07  
REVISION: 13  
ATTACHMENT: 2  
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REACTOR PLANT EVENT NOTIFICATION WORKSHEET

ADDITIONAL INFORMATION						PAGE 2 OF 2
<b>RADIOLOGICAL RELEASES: CHECK OR FILL IN APPLICABLE ITEMS</b> <i>(specific details/explanations should be covered in event description)</i>						
LIQUID RELEASE	GASEOUS RELEASE	UNPLANNED RELEASE	PLANNED RELEASE	ONGOING	TERMINATED	
MONITORED	UNMONITORED	OFFSITE RELEASE	T. S. EXCEEDED	RM ALARMS	AREAS EVACUATED	
PERSONNEL EXPOSED OR CONTAMINATED		OFFSITE PROTECTIVE ACTIONS RECOMMENDED			*State release path in description	
	Release Rate (Ci/sec)	% T. S. LIMIT	HOO GUIDE	Total Activity (Ci)	% T. S. LIMIT	HOO GUIDE
Noble Gas			0.1 Ci/sec			1000 Ci
Iodine			10 uCi/sec			0.01 Ci
Particulate			1 uCi/sec			1 mCi
Liquid (excluding tritium and dissolved noble gases)			10 uCi/min			0.1 Ci
Liquid (tritium)			0.2 Ci/min			5 Ci
Total Activity						
	PLANT STACK	CONDENSER/AIR EJECTOR	MAIN STEAM LINE	SG BLOWDOWN	OTHER	
RAD MONITOR READINGS						
ALARM SETPOINTS						
% T. S. LIMIT (if applicable)						
<b>RCS OR SG TUBE LEAKS: CHECK OR FILL IN APPLICABLE ITEMS:</b> <i>(specific details/explanations should be covered in event description)</i>						
LOCATION OF THE LEAK (e.g., SG #, valve, pipe, etc.)						
LEAK RATE	UNITS: gpm/gpd	T. S. LIMITS	SUDDEN OR LONG-TERM DEVELOPMENT			
LEAK START DATE	TIME	COOLANT ACTIVITY AND UNITS:	PRIMARY	SECONDARY		
LIST OF SAFETY RELATED EQUIPMENT NOT OPERATIONAL						
<p style="text-align: center;">EVENT DESCRIPTION (Continued from front)</p>						

ERO/OCA NOTIFICATION CHECKLIST

1. Activate the ERO Notification System. Select the scenario appropriate for the classification and the time of day. Specific operating instructions are provided in EC-07, Attachment 4.
2. Verify calls are being processed on the ERO Notification System.
3. If the emergency classification was NOTIFICATION OF UNUSUAL EVENT (NOUE) then confirm the SAS pager was activated by the ERO Notification System. If the SAS pager failed to activate, activate the pager manually and/or activate the process manually, and verify inbound calls are being received from other pager holders. Manual notification should be initiated if inbound calls are not being received.
4. If the emergency classification was ALERT or higher OR the individual with command authority directed activation of the entire ERO, confirm ERO pagers were automatically activated by the ERO Notification System. If the group page failed to activate, manually activate the group page using the instructions in the SAS key box.
5. Ensure a gai-tronics announcement of the emergency classification has been completed to notify personnel in the protected area. DO NOT REPEAT if the individual with command authority has already completed this announcement.
6. Activate the OCA Notification System by following the instructions in the SAS and make an announcement of the emergency classification.
7. Make an announcement of the emergency classification on the CPS Maintenance Radio frequency.
8. Within 5 minutes of activating the ERO Notification System review the printout to verify pager personnel are being contacted and positions are being filled to ensure the ERO Notification System is functioning properly.
9. Continue to obtain printouts to verify the remaining ERO positions are being filled.
10. Should the ERO Notification System malfunction, notify ERO personnel manually in the order shown on the ERO Notification Log.
11. Should the OCA Notification System malfunction, personnel in the OCA may be notified by telephone or by making manual announcements inside of buildings in the OCA. Work Support personnel may be utilized to complete these announcements if they are on site. Normal work hours for Work Support personnel are 0700 - 2300 on weekdays, excluding holidays.
12. Inform the Individual with Command Authority when notifications are complete. This may be accomplished through the Station Security Coordinator in the Technical Support Center.

**EMERGENCY RESPONSE ORGANIZATION NOTIFICATION SYSTEM  
OPERATING INSTRUCTIONS**

Activation of the SAS "ERONS"

**CAUTION:** Verify that the power indicator lights on the two ERONS modems are illuminated prior to activation of the system. Turn on as necessary. This is required to send out the global page.

1. Type Password (displayed on SAS ERONS monitor) and press ENTER.
2. Verify the next screen that appears is the MAIN MENU.
3. Verify that EXECUTION is highlighted, and hit ENTER.
4. Use the down arrow key and highlight SCENARIO CONTROL, and hit ENTER.
5. Utilize the down arrow key to highlight the applicable scenario, and hit ENTER.
6. This will bring up the OPTIONS BOX, use the down arrow key to highlight EDIT MODIFIABLE SCENARIO DATA, and hit ENTER.
7. This will bring up the Scenario Data screen the only item that gets changed on this screen is the highlighted box on the left upper part of the screen. This is where you classify the emergency, test, and/or drill. This is done by using the spacebar. When the spacebar is hit it will change the classification.
8. Once you have the correct classification you hit the F10 key. After you hit this key, it saves whatever was highlighted and takes you back to the SCENARIO CONTROL screen to the OPTIONS BOX. Use the down arrow key to highlight START THIS SCENARIO.
9. This will bring up the CONFIRM SELECTION box, hit Y then hit ENTER. This will activate the scenario.

**NOTE:** Instead of the system running reports at 5 minute and 10 minute intervals, it only runs a report at the completion of the scenario.

At times, when you go to exit out of the MAIN MENU screen, it might take you to the C: prompt. If this happens, at the C: prompt type ENSTART and hit ENTER. This will take you to the PASSWORD screen.

## EMERGENCY RESPONSE ORGANIZATION NOTIFICATION SYSTEM OPERATING INSTRUCTIONS

### Activation of the NSB "ERONS"

1. Dial 1-877-827-7376.
2. As soon as the message starts, type in the password (displayed on SAS ERONS monitor). If you do not get the password typed in right away you will have to start over again.
3. The next prompt is to "enter the scenario number" you wish to work with. You get this list from Security Lesson Plan LP-101-121. If it is scenarios one through nine you must place a zero in front of the other number, i.e., 03 followed by "#" sign.
4. The next prompt is to verify the scenario number you entered is the one to be activated. "9" for "yes" and "6" for "no".
5. Do you want to queue it? Press "9" for "yes" and "6" for "no".
6. The scenario will be queued as a test. Do you wish to change it? "9" for "yes" and "6" for "no".
7. If you pressed yes then select "1" for emergency, "2" for drill, and "3" for test.
8. You entered "xx", is that correct? "9" for "yes" and "6" for "no".
9. You will queue scenario, as a "x" are you sure this is what you want to do? "9" for "yes" and "6" for "no".
10. No further actions is required at this point. The scenario is building.

### **To check scenario status or to complete (stop) a scenario in progress:**

1. Dial 1-877-827-7376.
2. As soon as the message starts, type in the password. If you do not get the password typed in right away you will have to start over again.
3. The next prompt is to "enter the scenario number" you wish to work with. You get this list from Security Lesson Plan LP-101-121. If it is scenarios one through nine you must place a zero in front of the other number, i.e., 03 followed by "#" sign.
4. Enter scenario number you wish to work with.
5. You entered "xx", is that correct? "9" for "yes" and "6" for "no".
6. Selected scenario is active; Press "1" for complete (stop), "2" for suspend (it is recommended that the suspend command is not used), and "3" for exit (press 3 if you were just checking status, the scenario will continue to run).
7. If you pressed one or two you will complete or suspend the scenario. The system will ask "Are you sure this is what you want to do?". Press "9" for "yes" and "6" for "no". (Suspended scenarios remain active and ready to restart at any time).
8. No further action is required at this point. The scenario will be completed or suspended.