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Section V

US Nuclear Regulatory Commission  
Attn: Document Control Desk  
Washington, DC 20555

**MONTICELLO NUCLEAR GENERATING PLANT**  
Docket No. 50-263 License No. DPR-22

Emergency Plan Implementing Procedures

Furnished with this letter is a revision to the Monticello Nuclear Generating Plant Emergency Plan Implementing Procedures. The following procedure is revised:

<u>Procedure</u>	<u>Procedure Title</u>	<u>Revision</u>
A.2-001	Emergency Organization	47

Please post changes in your copy of the Monticello Nuclear Generating Plant Emergency Plan Implementing Procedures. Superseded procedures should be destroyed.

This letter contains no new NRC commitments, nor does it modify any prior commitments.

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## 1.0 PURPOSE

This procedure describes the site Emergency Response Organization at the Monticello Nuclear Generating Plant. In addition, it provides instructions for ERO activation, ERO Tag Board use and the establishment of ERO Shift Schedules in the event 24 hour staffing is required.

## 2.0 APPLICABILITY

2.1 The qualification requirements and criteria contained in this procedure apply to site Emergency Response Organization personnel. The site ERO is activated and staffed in an emergency condition corresponding to an ALERT classification or higher.

## 3.0 ORGANIZATION AND RESPONSIBILITIES

3.1 The Site Vice President is responsible to:

3.1.1 Maintain a qualified site Emergency Response Organization to staff the site emergency response facilities including the TSC, OSC, EOF and Assembly Points.

3.2 Department Managers, General Superintendents, Superintendents and Supervisors are responsible to:

3.2.1 Serve as the primary group leader in their respective ERO positions.

3.2.2 Establish the order of succession for their respective ERO positions and ERO positions staffed by personnel in their department or group.

3.2.3 Ensure ERO personnel under their supervision attend required Emergency Preparedness training for their assigned ERO positions.

3.3 The TSC Support Group Leader, OSC Coordinator and EOF Coordinator are responsible to:

3.3.1 Ensure fitness-for-duty verification is conducted for responding ERO personnel in their respective emergency response facilities.

3.3.2 Coordinate the establishment of 24 hour ERO shift schedules for each functional group in their respective emergency response facilities.

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#### 4.0 DISCUSSION

This procedure defines the Site Emergency Response Organization (ERO) at the Monticello plant, it includes the ERO positions for the TSC, OSC and EOF and other Site Emergency Response Centers. Although it is not practical to develop detailed procedures encompassing every conceivable emergency situation, advance planning should create a high order of preparedness and ensure an orderly and timely decision-making body.

In addition to defining the ERO, this procedure contains qualification and training guidelines for key ERO positions. While the qualification criteria listed in this procedure will determine who may be used to fill a given position, it is not intended that a person who is not qualified may not be assigned to that position. The goal is to have several people qualified to fill each position, but if there is no one available from the qualified list, the most qualified person available should be selected to fill the position. Requalification, when applicable, will be required on an annual basis (+/- 3 months). Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION) will be reviewed quarterly and revised as necessary to reflect the current emergency organization assignments. In the periods between revisions, personnel who become qualified may be used to staff their respective positions.

Individuals listed on Form 5790-001-1 who have not met all the training requirements for their respective position are identified with an (NQ) adjacent to their name. This indicates they are a candidate for the position but not fully qualified to assume the responsibilities of that position. They should not be called on to do so unless none of the qualified candidates are available. When individuals become fully qualified the (NQ) designator adjacent to their name will be deleted.

Three tag boards are used to facilitate rapid staffing of key ERO positions in the TSC, EOF and OSC. The tag boards are used to make speedy personnel duty assignments during the initial stage of an emergency, to ensure qualified personnel fill the positions, and ensure that the most important ERO positions are filled first. The ERO Tag Boards consist of a board with the layout of the respective facility emergency organization. Under each position on the board is a list of the individuals qualified to fill that position and a tag with the necessary instructions for filling that position. A sign-in sheet serves to indicate who has assumed the responsibility for each position. The TSC ERO Tag Board is located outside the TSC NRC Conference Room. The OSC ERO Tag Board is located in the OSC Command Center. The EOF Tag Board is located in the hallway outside the EOF Fax Room. All key members of the ERO are responsible for checking the respective tag board when the ERO is activated. Section 6.12 of this procedure provides detailed instructions for ERO Tag Board use.

It is the responsibility of the Emergency Director and Emergency Manager to ensure 24 hour coverage of key positions in the emergency organization during a protracted emergency. To aid the ED and EM in "pacing" the utilization of personnel resources ERO Shift Schedules have been developed for each of the emergency response groups represented in the TSC, EOF and OSC. The Support Group Leader and EOF Coordinator are responsible to assist the ED and EM with ERO shift schedule assignments should the need arise. Section 6.13 of this procedure provides detailed instructions for the establishment of ERO shift schedules.

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## 5.0 PRECAUTIONS

- 5.1 All personnel assigned to the Monticello Site Emergency Response Organization (ERO) **SHALL** meet Fitness For Duty (FFD) requirements and have a permanent on-site assignment.
- 5.2 Monticello Site ERO members **SHALL NOT** make information releases to members of the news media or the general public during an emergency. Direct all inquiries to the Joint Public Information Center (JPIC).
- 5.3 All Monticello Site ERO members should carry their Utility picture ID card. A Utility ID card may be required to pass through roadblocks established by local law enforcement and/or gain access to the plant site through Monticello Security (posted at the entrance to the EOF and on the main access road at the site perimeter fence).

## 6.0 INSTRUCTIONS

The Emergency Response Organization personnel identified in this procedure **SHALL** attend Emergency Preparedness training as prescribed by this procedure. The contents of emergency preparedness training should be consistent with the topics listed in this procedure for each ERO position.

### 6.1 Direction and Control

#### 6.1.1 Emergency Director (TSC)

##### A. Qualification and Training Requirements

1. Successful completion of Emergency Director Training including the following topics:
  - a. Monticello Emergency Plan
  - b. NRC Incident Response Plan
  - c. Applicable sections of Emergency Plan Implementing Procedures:
 

A.2-101	A.2-304
A.2-204	A.2-401
A.2-205	A.2-411
A.2-206	A.2-502
A.2-213	A.2-601
A.2-301	A.2-602
A.2-303	

##### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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C. Duties and Responsibilities

1. Overall responsibility for on-site emergency response activities (and off-site utility emergency response activities until the Emergency Manager assumes this responsibility).
2. Overall responsibility for the evaluation of in-plant and on-site radiological conditions.
3. Emergency classification and classification changes including event termination or recovery.
4. Declaration and Notification of emergency classifications and classification changes until the EOF assumes these duties. The ED and Control Room retain the responsibilities for re-classification and termination/recovery.
5. Recommendation of off-site protective actions (until the Emergency Manager assumes this responsibility).
6. Decisions regarding on-site emergency response center habitability and on-site protective actions.
7. Decisions regarding plant or site evacuation and selection of on-site and off-site Assembly Points.
8. Approval of emergency exposures in excess of administrative or regulatory limits.
9. Authorize suspension of specific plant security measures for off-site emergency response personnel and vehicles (if necessary).
10. Emergency Response Organization augmentation and 24 hour coverage of key ERO positions.
11. Conduct frequent briefings in the TSC and periodic status PA announcements to all plant personnel.

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6.1.2 Emergency Director/Shift Manager (Control Room)

A. Qualification and Training Requirements

1. Successful completion of Emergency Director Training including the following topics:

- a. Monticello Emergency
- b. Safeguards Contingency Plan and Procedures
- c. NRC Incident Response Plan
- d. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-101	A.2-204	A.2-703
A.2-102	A.2-206	A.5-200
A.2-103	A.2-304	A.5-600
A.2-104	A.2-502	
A.2-105	A.2-701	
A.2-106	A.2-702	

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION).

1. Qualified Shift Managers

C. Duties and Responsibilities

- 1. Overall responsibility for on-site emergency response activities (until the Emergency Director (TSC) assumes this responsibility).
- 2. Overall responsibility for the evaluation of in-plant and on-site radiological conditions.
- 3. Emergency classification and classification changes including event termination or recovery (until the Emergency Director (TSC) assumes this responsibility).
- 4. Recommendation of off-site protective actions (until the Emergency Director (TSC) assumes this responsibility).
- 5. Decisions regarding on-site emergency response center habitability and on-site protective actions.
- 6. Decisions regarding plant or site evacuation and selection of on-site and off-site Assembly Points.



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7. Approval of emergency exposures in excess of administrative or regulatory limits.
8. Authorize suspension of specific plant security measures for off-site emergency response personnel and vehicles (if necessary).
9. Emergency Response Organization augmentation.
10. Conduct frequent briefings in the Control Room and periodic status PA announcements to all plant personnel.

#### 6.1.3 Emergency Manager (EOF)

##### A. Qualification and Training Requirements

1. Successful completion of Emergency Manager Training including the following topics:
  - a. Monticello Emergency Plan
  - b. Corporate Emergency Plan
  - c. NRC Incident Response Plan
  - d. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-101   A.2-304   A.2-811   A.2-801   A.2-810

##### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

##### C. Duties and Responsibilities

1. Overall responsibility for NSP's emergency response activities.
2. Overall responsibility for the evaluation of off-site radiological conditions.
3. Declaration and Notification of emergency classifications and classification changes, this responsibility is transferred from the TSC. The ED and Control Room retain the responsibilities for classification and termination/recovery.
4. Recommendation of off-site protective actions to State and Local authorities.

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5. Decisions regarding EOF emergency response center habitability and EOF protective actions.
6. EOF Emergency Response Organization augmentation and 24 hour coverage of EOF positions.
7. Conduct frequent briefings in the EOF and provide periodic status updates to the Emergency Director in the TSC and Generation Management in the HQEC.

#### 6.1.4 Recovery Manager

##### A. Qualification and Training Requirements

**NOTE: Successful completion of Emergency Manager or Emergency Director Training satisfies the requirements for Recovery Manager training.**

Successful completion of Recovery Manager Training including the following topics:

1. Monticello Emergency Plan Implementing Procedure A.2-602 and A.2-811.

##### B. Qualified Personnel

1. Same as Emergency Manager

##### C. Duties and Responsibilities

1. Coordinate the establishment of the on-site Recovery Organization.
2. Overall direction and management of on-site, post-accident, recovery activities.
3. Serve as liaison between the Monticello Site Recovery Organization and Federal, State and local agencies and off-site support organizations.

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## 6.2 Operations Group

### 6.2.1 Operations Group Leader (TSC)

#### A. Qualifications and Training Requirements

1. Successful completion of Operations Group Leader training including the following topics:
  - a. Monticello Emergency Plan
  - b. Applicable sections of the Emergency Plan  
Implementing Procedures: Same as Emergency Director/Shift Manager (Control Room).

#### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

#### C. Duties and Responsibilities

1. Coordinate response of the Operations Group personnel in the TSC and OSC.
2. Maintain communications with the Control Room and assist the duty Shift Manager with operational matters as requested.
3. Provide operations personnel to augment and assist the duty Shift Manager and Control Room staff with communications.
4. Remain aware of the status of EOP and/or Abnormal Operating procedure implementation and periodically review this status with the Emergency Director and TSC staff during briefings.
5. Continuously monitor and evaluate plant conditions and make operational recommendations (including their basis) to the duty Shift Manager and Emergency Director.
6. Ensure that Severe Accident Management Guidelines are implemented and assume the role of Severe Accident Management Guideline Decision Maker if Severe Accident Management Guidelines are entered.

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### 6.2.2 Assistant Operations Group Leader (TSC)

#### A. Qualification and Training Requirements

1. Successful completion of Operations Group Leader training including the following topics:
  - a. Monticello Emergency Plan
  - b. Applicable sections of the Emergency Plan Implementing Procedures. Same as Operations Group Leader.

#### B. Qualified Personnel

1. Same as Operations Group Leader.

#### C. Duties and Responsibilities

1. Assist the Operations Group Leader with TSC to Control Room communication duties.
2. Assist with other Operations Group Leader duties as necessary.
3. Follow the status of EOP Flowchart/Abnormal Procedure implementation. Update the Operations Group Leader as necessary.
4. Assist in the implementation of Severe Accident Management Guidelines, assuming a Severe Accident Management Guideline Evaluator role.

### 6.2.3 Fire Brigade (Plant)

#### A. Qualification and Training Requirements

1. Qualified IAW 4AWI 08.01.01 (FIRE PREVENTION PRACTICES) and 4AWI 08.01.02 (COMBUSTION SOURCE USE PERMIT).
2. Qualified IAW 10CFR50, Appendix R:
  - a. Team Leaders and Operations team members **SHALL** have sufficient training in, or knowledge of, plant safety-related systems to understand the effects of fire and fire suppressants on safe shutdown capability.

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- b. Team Leaders **SHALL** be competent to assess the safety consequences of a fire and advise Control Room personnel as evidenced by a current SRO or RO license, or current enrollment in license training program.

- 3. Qualified physically IAW 4AWI-08.01.01 (FIRE PREVENTION PRACTICES) annual requirement.

B. Qualified Personnel

1. Fire Brigade Team Leaders

- a. All qualified, licensed Operations members of the Fire Brigade.

2. Operations Fire Brigade Members

- a. Same as Operations Group (except personnel not qualified, refer to individual training records for exceptions).

3. Radiation Protection and Chemistry Members

- a. Same as Radiation Protection Specialist Groups (HP and Chemistry) (except personnel not qualified, refer to individual training records for exceptions).

C. Duties and Responsibilities

- 1. Perform fire fighting activities under the direction of the Shift Manager or Operational Support Center Coordinator (when the OSC is activated and staffed).

6.2.4 Operations Group (Plant)

A. Qualification and Training Requirements

- 1. Successful completion of annual Emergency Plan Overview training (included in General Employee Training).

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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### 6.3 Engineering Group

#### 6.3.1 Engineering Group Leader (TSC)

##### A. Qualification and Training Requirements

1. Successful completion of Engineering Group Leader training including the following topics:

- a. Monticello Emergency Plan

- b. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-106	A.2-206	A.2-602
A.2-107	A.2-210	
A.2-109	A.2-502	

- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

##### C. Duties and Responsibilities

1. Responsible for the overall evaluation of the event from an engineering perspective including trending, forecasting and transient analysis.
2. Direction of Engineering Group activities through the Engineering Coordinator.
3. Provide licensed or certified engineering personnel to function as Technical Communicators in the TSC and Control Room.
4. Provide engineering personnel to function as emergency communicators in the TSC and other emergency response centers.

#### 6.3.2 Engineering Coordinator (TSC)

##### A. Qualification and Training Requirements

1. Successful completion of Engineering Group Leader training including the following topics:

- a. Monticello Emergency Plan

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- b. Applicable sections of the Emergency Plan Implementing Procedures:

Same as Engineering Group Leader

B. Qualified Personnel

1. Same as Engineering Group Leader.

C. Duties and Responsibilities

1. Evaluation of the event from an engineering perspective including trending, forecasting and transient analysis. Reporting evaluation results and recommendations to the Engineering Group Leader.
2. Coordination of Engineering Group activities in the Technical Support Center.
3. Coordinate the assignment of licensed or certified engineering personnel to function as Technical Communicators in the TSC and Control Room.
4. Coordinate the assignment of engineering personnel to function as emergency communicators in the TSC and other emergency response centers.
5. Assist in the implementation of Severe Accident Management Guidelines, assuming a Severe Accident Management Guideline Evaluator role.

6.3.3 TSC Engineering Group

A. Qualification and Training Requirements

1. Successful completion of annual Emergency Plan Overview training (included in General Employee Training (GET)).

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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C. Duties and Responsibilities

1. Evaluation of the event from an engineering perspective including trending, forecasting and transient analysis in their respective areas of expertise under the direction of the Engineering Coordinator.
2. Engineering support of the Operational Support Center (Maintenance Engineering Group).
3. Trending of critical plant parameters relative to the event.
4. Function as Technical Communicators in the TSC and Control Room.
5. Function as Emergency Communicators in the TSC and other emergency response centers.
6. Assist in the implementation of Severe Accident Management Guidelines and assume the role of Severe Accident Management Guideline Evaluators.

6.3.4 Technical Support Supervisor (EOF)

A. Qualification and Training Requirements

1. Successful completion of Technical Support Supervisor Training including the following topics:
  - a. Monticello Emergency Plan
  - b. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-805      A.2-810      A.2-811

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Responsible for the overall evaluation of the event from an engineering perspective including trending, forecasting and transient analysis.
2. Coordination of EOF Technical Support Group activities under the direction of the Emergency Manager.



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3. Support the TSC Engineering Group and coordinate engineering assessment activities (conducted at the EOF) with the Engineering Group Leader (or Engineering Coordinator) in the TSC.
4. Provide licensed or certified Technical Support personnel to function as Technical Communicators in the EOF.

#### 6.3.5 EOF Technical Support Group

- A. Qualification and Training Requirements
  1. Successful Completion of Emergency Plan Overview training (included in annual General Employee Training (GET)).
- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)
- C. Duties and Responsibilities
  1. Evaluation of the event from an engineering and operational perspective including trending, forecasting and transient analysis in their respective areas of expertise under the direction of the Technical Support Supervisor.
  2. Engineering support of the TSC Engineering Group including serving as the primary interface with off-site vendors and contractors (e.g. GE Emergency Support Program).
  3. Remain aware of the status of EOP, Abnormal Operating Procedures and/or Severe Accident Management Guideline implementation and periodically review the status with EOF personnel.
  4. Continuously monitor and evaluate plant conditions and advise the Emergency Manager and Radiation Protection Support Supervisor on operational aspects of the event.
  5. Trending of critical plant parameters related to the event.
  6. Function as Technical Communicators and EOF (Off-site) Emergency Communicators in the EOF.

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## 6.4 Maintenance Group

### 6.4.1 Maintenance Group Leader (TSC)

#### A. Qualification and Training Requirements

1. Successful completion of Maintenance Group Leader training including the following topics:

- a. Monticello Emergency Plan

- b. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-106	A.2-303
A.2-107	A.2-502
A.2-109	A.2-602
A.2-206	

- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

#### C. Duties and Responsibilities

1. Overall coordination of Maintenance Group activities including emergency repair.
2. Responsible to identify and formulate specific emergency repair and corrective action tasks in support of the emergency response effort.
3. Responsible for implementing emergency repair and corrective action tasks by relaying task information to the OSC Coordinator and requesting an OSC team be dispatched.
4. Provide frequent plant and emergency status updates to the OSC Coordinator.

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#### 6.4.2 OSC Coordinator (OSC)

##### A. Qualification and Training Requirements

**NOTE: Successful completion of Maintenance Group Leader Training satisfies the requirements for OSC Coordinator Training.**

1. Successful completion of OSC Coordinator training including the following topics:
  - a. Monticello Emergency Plan
  - b. Applicable sections of the Emergency Plan Implementing Procedures:

Same as Maintenance Group Leader

##### B. Qualified Personnel

1. Same as Maintenance Group Leader.

##### C. Duties and Responsibilities

1. Overall coordination of Operational Support Center activities including dispatch of in-plant emergency repair and search and rescue teams.
2. Responsible to identify and formulate specific emergency repair and corrective action tasks in support of the emergency response effort.
3. Responsible for implementing emergency repair and corrective action tasks requested by the TSC.
4. Provide periodic status updates in the OSC.

#### 6.4.3 Maintenance Support Group (OSC)

##### A. Qualification and Training Requirements

1. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

##### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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6.4.4 Mechanical Maintenance Group (OSC)

A. Qualification and Training Requirements

1. Demonstrated skills as Machinist, Welder Specialist, Steamfitter Welder, Rigger or Repairman.
2. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

6.4.5 Electrical Maintenance Group (OSC)

A. Qualification and Training Requirements

1. Demonstrated skills as Station Electrician or Electrical Maintenance Supervisor.
2. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

6.4.6 Instrument & Control Group (OSC)

A. Qualification and Training Requirements

1. Demonstrated skills as I&C Specialist.
2. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

B. Qualified Personnel. See Form 5790-001- 01 (EMERGENCY RESPONSE ORGANIZATION)

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## 6.5 Support Group

### 6.5.1 Support Group Leader

#### A. Qualification and Training Requirements

1. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-001	A.2-205
A.2-106	A.2-206
A.2-107	A.2-602
A.2-109	

#### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

#### C. Duties and Responsibilities

1. Coordinate the activation and operation of the TSC.
2. Provide administrative, document control, warehouse and logistics support in the TSC, OSC, EOF and Guard House.
3. Coordinate ERO shift scheduling and assignments for 24 hour coverage if necessary.
4. Ensure personnel are available to maintain the various status boards in the TSC, EOF and OSC and the Chronological Flip chart in the TSC and EOF.
5. Coordinate the completion and routing of status update forms to the OSC.
6. Assist the Emergency Director in the completion of short-term and long-term recovery plan lists.

### 6.5.2 TSC/OSC/EOF Support Group

#### A. Qualification and Training Requirements

1. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

#### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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C. Duties and Responsibilities

1. Document control, distribution, print and drawing retrieval and technical manual filing and control in the TSC, EOF and OSC.
2. Administrative and logistics support in the TSC, EOF and OSC including recorders, status board keepers, and Chronological Flip Chart recorder in the TSC, or EOF.
3. Procurement, emergency procurement, spare parts storage and retrieval, warehousing, materials specification and engineering support in the OSC and EOF.

6.5.3 EOF Coordinator

A. Qualification and Training Requirements

1. Successful completion of EOF Coordinator Training including the following topics:
  - a. Applicable sections of the Emergency Plan Implementing Procedures:
 

A.2-001	A.2-812	A.2-803
A.2-304	A.2-802	A.2-811
A.2-804	A.2-810	

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Coordinate the activation and operation of the EOF.
2. Provide administrative, document control, and logistics support in the EOF.
3. Coordinate ERO shift scheduling and assignments for 24 hours coverage of key EOF positions if necessary.
4. Ensure personnel are available to maintain the various status boards in the EOF including the Chronological Flip chart.
5. Coordinate the routing and distribution of completed emergency forms to key positions in the EOF.
6. Coordinate the transfer of EOF access to the Receiving Area in cooperation with the RPSS.

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#### 6.5.4 EOF Logistics Support Group

##### A. Qualification and Training Requirements

1. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

##### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

##### C. Duties and Responsibilities

1. Logistics support in the EOF including recorders, status board keepers, and Chronological Flip Chart recorder.

### 6.6 Security Group

#### 6.6.1 Security Group Leader (TSC)

##### A. Qualification and Training Requirements

1. On-site security assignment.
2. Successful completion of Security Group Leader training including the following topics:

##### a. Monticello Emergency Plan

##### b. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-101	A.2-301	A.2-411
A.2-106	A.2-302	A.2-809
A.2-205	A.2-304	A.2-502

##### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

##### C. Duties and Responsibilities

1. Coordinate the personnel accountability process for on-site personnel during a plant or site evacuation.
2. Implement the Safeguards Contingency Plan as necessary.
3. Serve as the on-site liaison with local law enforcement agencies for events involving security matters.

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4. Control site access and serve as the on-site liaison with county and state emergency workers and local law enforcement personnel in cordoning off evacuated areas (off-site) until the EOF is staffed and activated.
5. Coordinate the removal of non-essential personnel from the site (i.e., owner controlled area) if a plant or site evacuation is conducted.
6. Provide security personnel to assist the Assembly Point Coordinator at the on-site Assembly Point.

#### 6.6.2 Site Security Group (Security Officers)

- A. Qualification and Training Requirements
  1. On-site Security assignment.
  2. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))
- B. Qualified Personnel
  1. All contract Security Force members.
- C. Duties and Responsibilities
  1. Assist the Security Group Leader with personnel accountability, LLEA interface, site access and evacuation as necessary.

#### 6.6.3 EOF Security Coordinator

- A. Qualification and Training Requirements
  1. On-site security assignment.
  2. Successful completion of Security Group Leader training including the following topics:
    - a. Monticello Emergency Plan
    - b. Emergency Plan Implementing Procedures:

A.2-809



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B. Qualified Personnel

1. Same as Security Group Leader

C. Duties and Responsibilities

1. Security support of the EOF including facility access and personnel log-in.
2. Fitness-for-duty testing of EOF ERO personnel (if necessary) during initial activation and staffing of the EOF.

**6.7 Radiation Protection Group**

**6.7.1 Radiological Emergency Coordinator (REC) (TSC)**

A. Qualification and Training Requirements

1. Successful completion of REC training including the following topics:
  - a. Monticello Emergency Plan
  - b. Corporate Emergency Plan
  - c. NRC Incident Response Plan
  - d. Applicable sections of the Emergency Plan Implementing Procedures:

A.2-206	A.2-409	A.2-703
A.2-209	A.2-501	A.2-803
A.2-302	A.2-601	A.2-806
A.2-304	A.2-602	A.5-600
A.2-401	A.2-702	

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Coordinate the response of the Radiation Protection and Chemistry Groups in the TSC.
2. Coordinate the assessment of the radiological aspects of the event including off-site surveys (until the EOF assumes these responsibilities).
3. Direction and coordination of off-site dose projections and the formulation of off-site protective action recommendations (until the EOF assumes these responsibilities).

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4. Direction of habitability surveys in manned, on-site emergency response centers and the formulation of on-site protective action recommendations.
5. Provide Radiation Protection personnel to man the HPN line when necessary.
6. Coordinate the processing of periodic Emergency Notification Follow-up Messages.
7. Overall responsibility for the coordination of radiological aspects of the emergency work control process.

6.7.2 Assistant Radiological Emergency Coordinator (TSC)

- A. Qualification and Training Requirements
  1. Same as Radiological Emergency Coordinator.
- B. Qualified Personnel
  1. Same as Radiological Emergency Coordinator.
- C. Duties and Responsibilities
  1. Assist the REC with the coordination of Radiation Protection and Chemistry Group activities.
  2. Function as the primary liaison between the TSC (REC) and the Radiation Protection Coordinator.
  3. Assist with the coordination of emergency work.
  4. Ensure the TSC Radiation Protection Status board is maintained.

6.7.3 Monitoring Section Leader (TSC)

- A. Qualification and Training Requirements

**NOTE: Successful completion of REC training satisfies the requirements for Monitoring Section Leader training.**

1. Successful completion of Monitoring Section Leader training including the following topics:
  - a. Monticello Radiation Protection Procedures

I/saw

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b. Applicable sections of the Emergency Plan  
Implementing Procedures:

A.2-201	A.2-302	A.2-501
A.2-202	A.2-402	A.2-601
A.2-203	A.2-406	
4.2-204		

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY  
RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Coordination of habitability surveys in manned emergency response facilities (with the RPC).
2. Coordination of on-site, out-of-plant surveys (with the Rad Prot Coord).
3. Direction of the Off-Site Monitoring Teams (until the EOF assumes this responsibility).
4. Coordinate the monitoring and decontamination of evacuees from the site with the Assembly Point Coordinator and the RPSS at the EOF (if manned).
5. Assist the REC and Assistant REC with the coordination of Radiation Protection group activities.
6. Activation of TSC Emergency Ventilation System.

6.7.4 Radiation Protection Coordinator (OSC)

A. Qualification and Training Requirements

1. Demonstrated supervisory experience as a Radiation Protection Coordinator during normal Operation or outages.
2. Successful completion of Radiation Protection Coordinator training including the following topics:
  - a. Monticello Radiation Protection Procedures

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b. Applicable sections of the Emergency Plan  
Implementing Procedures:

A.2-107	A.2-301	A.2-702
A.2-108	A.2-402	A.2-703
A.2-109	A.2-404	A.2-806
A.2-201	A.2-409	A.2-807
A.2-206	A.2-411	A.2-808
	A.2-601	

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY  
RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Coordination of Radiation Protection group activities in the OSC and at Access Control.
2. Direction of habitability surveys in on-site emergency response facilities.
3. Direction of in-plant emergency surveys and sampling (coordinate chemistry sampling with the Chemistry Coordinator).
4. Coordination of on-site, out-of-plant surveys.
5. Coordinate the personnel accountability process at Access Control during a plant (or site) evacuation or local evacuations from within the Controlled Area.
6. Implement the emergency exposure control process as directed by the REC.
7. Provide Radiation Protection Specialists for off-site monitoring teams.
8. Provide Radiation Protection Specialists to assist the Assembly Point Coordinator at the on-site or off-site Assembly Point.
9. Provide radiation protection coverage for emergency work teams dispatched from the OSC or duty operators dispatched from the Control Room.
10. Develop Emergency Radiation Work Permits (RWPs) and coordinate emergency work control at Access Control.

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6.7.5 Radiation Protection Support Supervisor (EOF)

- A. Qualification and Training Requirements
  - 1. Same as Radiological Emergency Coordinator
- B. Qualified Personnel
  - 1. Same as REC
- C. Duties and Responsibilities
  - 1. Coordinate the activities of the Radiation Protection Support Group at the EOF.
  - 2. Coordinate the assessment of off-site radiological aspects of the event including off-site dose projections and off-site radiological surveys.
  - 3. Direction and coordination of off-site dose projections and formulation of off-site protective action recommendations.
  - 4. Direction of habitability surveys in the EOF and formulation of protective actions for EOF ERO personnel.
  - 5. Provide Radiation Protection Support group personnel to man the HPN line as necessary.
  - 6. Coordinate the processing of periodic Emergency Notification Follow-up Messages issued from the EOF.
  - 7. Ensure the EOF Radiological Status Board is maintained.

6.7.6 Assistant RPSS (EOF)

- A. Qualification and Training Requirements
  - 1. Successful completion of Radiological Emergency Coordinator (REC) Training, Section 6.7.1.
- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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C. Duties and Responsibilities

1. Assist the RPSS with coordination of Radiation Protection Support Group activities including off-site dose projections, dose assessment, EOF habitability and direction of Off-site Monitoring teams.
2. General support of the EOF Radiation Protection including manning communications links (e.g. HPN) and maintaining Radiological Status board(s).

6.7.7 Field Team Radio Communicators (TSC and EOF)

A. Qualification and Training Requirements

1. Experience in radiation protection, chemistry or as an emergency communicator.
2. Successful completion of Emergency Plan Overview training (included in annual General Employee Training (GET))

B. Qualified Personnel

1. All qualified Radiation Protection Specialists (RP and Chemistry) and Emergency Communicators.

C. Duties and Responsibilities

1. Coordination of the Off-site Monitoring Teams under the direction of the Monitoring Section Leader (in TSC) or Assistant RPSS (in the EOF).
2. Monitoring Field Team activities and maintenance of the TSC RP Status board after turnover of the teams to the EOF.

6.7.8 Radiation Protection Specialists (OSC, Access Control and EOF)

A. Qualification and Training Requirements

1. Experience in radiation protection as demonstrated by ANSI 18.1 qualification.

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2. Successful completion of Radiation Protection Specialist Emergency Plan training including the following topics:

- a. Applicable sections of Emergency Plan Implementing Procedures:

A.2-107	A.2-401	A.2-803
A.2-108	A.2-402	A.2-806
A.2-109	A.2-404	A.2-808
A.2-203	A.2-407	A.2-100
A.2-205	A.2-409	A.5-200
A.2-206	A.2-410	A.5-300
A.2-301	A.2-411	A.5-400
A.2-302	A.2-601	A.5-500
A.2-303	A.2-703	A.5-600

- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

- C. Duties and Responsibilities

1. Perform radiological/surveys and work coverage under the direction of the Rad Emerg Coord Monitoring Section Leader and/or RPC.
    2. Perform job briefings and debriefings as directed by RPC.
    3. Perform off-site radiological surveys under direction of MSL/RPSS.
    4. Perform habitability surveys in Emergency Response Facilities.

#### 6.7.9 Nuclear Plant Helpers (OSC and EOF)

- A. Qualification and Training Requirements

1. Successful completion of Nuclear Plant Helper Emergency Plan training including the following topics:

- a. Emergency Plan Implementing Procedures:

A.2-410

- b. Monticello Area Emergency Planning Zone State of Minnesota and NSP Survey Team Radiological Monitoring Point map.

- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

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C. Duties and Responsibilities

1. Function as Off-site Monitoring Team drivers.
2. Off-site monitoring sample couriers under the direction of the MSL or RPSS.
3. Assist in on-site emergency response centers as necessary.

**6.8 Chemistry Group**

6.8.1 Chemistry Section Leader (TSC)

A. Qualification and Training Requirements

1. Successful completion of Chemistry Section Leader training including the following topics:
  - a. Chemistry and radiochemistry including the Monticello Chemistry Manual.
  - b. Applicable sections of Emergency Plan Implementing Procedures:
 

A.2-107	A.2-408	A.2-420
A.2-108	A.2-413	A.2-422
A.2-109	A.2-414	A.2-423
A.2-208	A.2-415	
A.2-405	A.2-417	
A.2-406	A.2-418	
  - c. MIDAS Users Manual

B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Direction of Chemistry Group activities.
2. Release rate determination.
3. Coordination of off-site dose assessment activities until this responsibility is assumed by the EOF.
4. Core damage assessment.
5. Direct the sampling and analysis of reactor coolant, containment atmosphere and plant effluents.



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## 6.8.2 Off-site Dose Assessment (MIDAS) Operators (TSC and EOF)

### A. Qualification and Training Requirements

1. Successful completion of MIDAS Operator training including the following topics:

- a. Emergency Plan Implementing Procedures:

A.2-405      A.2-406

- b. MIDAS Users Manual

### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

### C. Duties and Responsibilities

1. Perform off-site dose assessment calculations using the MIDAS system or validated backup methods.
2. Assist the Chemistry Section Leader with release rate determination as necessary.
3. Provide the Monitoring Section Leader with meteorological data and dispersion information to aid in plume tracking and off-site monitoring.

## 6.8.3 Chemistry Coordinator

### A. Qualification and Training Requirements

**NOTE: Successful completion of Chemistry Section Leader training satisfies the requirements for Chemistry Coordinator training.**

1. Successful completion of Chemistry Coordinator training including the following topics:

- a. Chemistry and radiochemistry including the Monticello Chemistry Manual

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- b. Applicable sections of Emergency Plan Implementing Procedures:

A.2-107	A.2-406	A.2-417
A.2-108	A.2-408	A.2-418
A.2-109	A.2-413	A.2-420
A.2-208	A.2-414	A.2-422
A.2-405	A.2-415	A.2-423

- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

- C. Duties and Responsibilities

1. Coordination of reactor coolant, containment atmosphere and plant effluent sampling and analysis under the direction of the Chemistry Section Leader.
2. Coordinate Chemistry group activities in the Chemistry Lab.

#### 6.8.4 Chemistry Radiation Protection Specialists

- A. Qualification and Training Requirements

1. Experience in radiation protection as demonstrated by ANSI18.1 qualification.
2. Successful completion of Chemistry Radiation Protection Specialist Emergency Plan training including the following topics:
  - a. Applicable sections of Emergency Plan Implementing Procedures:

A.2-107	A.2-402	A.2-601
A.2-108	A.2-404	A.2-808
A.2-109	A.2-405	A.5-100
A.2-203	A.2-406	A.5-200
A.2-208	A.2-408	A.5-300
A.2-301	A.2-409	A.5-400
A.2-303	A.2-422	A.5-500
A.2-304	A.2-423	A.5-600
A.2-401	A.2-424	

- b. MIDAS Users Manual

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**NOTE:** Chemistry Rad Prot Spec PASS training may be provided in conjunction with annual Rad Prot Spec training as part of the Rad Prot Spec Accredited training program or in conjunction with semi-annual Rad Prot Spec PASS sampling.

3. Successful completion of the PASS portion of Chemistry Rad Prot Spec training including the following topics:

- a. Post Accident Sampling System
- b. Post Accident Sampling System Procedures:

A.2-412	A.2-415	A.2-419
A.2-413	A.2-417	A.2-420
A.2-414	A.2-418	

- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

- C. Duties and Responsibilities

1. Perform chemistry sampling and analysis under the direction of the Chemistry Section Leader and Chemistry Coordinator.
2. Perform post accident sampling using the PASS system as directed by the REC.
3. Provide additional support to the Radiation protection group for surveys and work coverage.
4. Activation and operation of the EOF Countroom under direction of the RPSS.

## **6.9 Emergency Communicators**

### **6.9.1 Shift Emergency Communicators (SEC)**

- A. Qualification and Training Requirements

1. Successful completion of Shift Emergency Communicator training including the following topics:

- a. Monticello Emergency Plan
- b. Applicable sections of Emergency Plan Implementing Procedures:

A.2-101	A.2-104	A.2-301
A.2-102	A.2-105	A.2-501
A.2-103	A.2.204	A.2-701

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- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)
- C. Duties and Responsibilities
  - 1. Performance of initial and follow-up emergency communications.
  - 2. Establishing the ERDS data link with the NRC Operation Center.
  - 3. Coordinate the activities of other Emergency Communicators in the TSC.

#### 6.9.2 TSC Off-site Emergency Communicators

- A. Qualification and training requirements
  - 1. Completion of TSC Emergency Communicator Training including the following topics:
    - a. Monticello Emergency Plan
    - b. Applicable section of Emergency Plan Implementing Procedures:
 

A.2-001	A.2-213	A.2-504
A.2-101	A.2-501	
A.2-106	A.2-502	
- B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)
- C. Duties and responsibilities
  - 1. Perform off-site communications from the TSC including completion of initial classification notifications, communication of Emergency Notification Follow-up Messages, and communication of Emergency Classification changes.
  - 2. Coordinate the transfer of the off-site communication duties to the EOF.
  - 3. Monitor communications from the EOF and route information to TSC personnel as appropriate.

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### 6.9.3 Emergency Communicators (TSC and OSC)

#### A. Qualification and Training Requirements

1. Successful completion of Emergency Communicator training including the following topic:

- a. Monticello Emergency Plan
- b. Applicable sections of Emergency Plan Implementing Procedures

A.2-001	A.2-109	A.2-302
A.2-101	A.2-205	A.2-501
A.2-106	A.2-206	A.2-504
A.2-107	A.2-213	

#### B. Qualified Personnel. See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION)

#### C. Duties and Responsibilities

1. Performance of emergency communications duties in TSC, CR and OSC.
2. Assist the Emergency Director with the use of Emergency Plan Implementing Procedures.
3. Serve as an Assembly Point Coordinator .

### 6.9.4 Technical Communicators (Control Room, TSC and OSC)

#### A. Qualifications and Training Requirements

1. Currently licensed or Certified at Monticello.

#### B. Qualified Personnel

1. All licensed or certified Emergency Communicators.

#### C. Duties and Responsibilities

1. Man the Control Room-TSC-EOF technical communications link for the purpose of exchanging operational and plant status information to the TSC.
2. Maintain the Operational Status board in the TSC.
3. Maintain the Operational Status board in the OSC.

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4. Man the Emergency Notification System (ENS) communications link in the TSC and CR as necessary.

6.9.5 Emergency Notification System (ENS) Communicator (TSC)

- A. Qualification and Training Requirements
  1. Currently licensed or Certified at Monticello.
- B. Qualified Personnel in Order of Succession
  1. Any Licensed Shift Manager.
  2. Any Licensed Shift Supervisor.
  3. Any Technical Communicator.
- C. Duties and Responsibilities
  1. Man the ENS communications link ( when necessary) and provide technical and operational information to the NRC.
  2. Completion of the Event Notification Worksheet (Form 3195) when required for NRC notifications.

6.9.6 Health Physics Network Communicator (TSC and EOF)

- A. Qualification and Training Requirements
  1. Health physics and radiation protection expertise.
- B. Qualified Personnel in Order of Succession
  1. Qualified Emergency Communicator
  2. Qualified Radiological Emergency Coordinators.
  3. Qualified Monitoring Section Leaders.
  4. Qualified Radiation Protection Coordinators.
  5. Qualified Radiation Protection Specialists.
  6. Qualified Radiation Protection Support personnel.

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C. Duties and Responsibilities

1. Man the HPN communications link (when necessary) and provide health physics and radiation protection information to the NRC.

6.9.7 Assembly Point Coordinator (APC)(Plant)

A. Qualification and Training Requirements

1. Qualified Emergency Communicator.

B. Qualified Personnel

1. All qualified Emergency Communicators.

C. Duties and Responsibilities

1. Select the designated on-site Assembly Point in cooperation with the REC.
2. Setup and operation of the on-site and off-site Assembly Points as necessary.
3. Coordination of activities at the on-site and off-site Assembly Points including personnel and vehicle monitoring and decontamination, personnel accountability and communications with the TSC and EOF.

6.9.8 EOF Off-site Emergency Communicators

A. Qualification and Training Requirements

1. Successful completion of EOF Emergency (Off-site) Communicator Training including the following topics:
  - a. Monticello Emergency Plan
  - b. Applicable sections of Emergency Plan Implementing Procedures:

A.2-101      A.2-802      A.2-803

B. Qualified Personnel. See Form 5790-001-1 (EMERGENCY RESPONSE ORGANIZATION)

C. Duties and Responsibilities

1. Perform off-site emergency communications from the EOF under the direction of the Emergency Manager and EOF Coordinator.

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#### 6.9.9 EOF Technical Communicator

- A. Qualifications and Training Requirements
  - 1. Currently licensed or certified at Monticello.
- B. Qualified Personnel
  - 1. All licensed or certified Emergency (Off-Site) Communicators.
- C. Duties and Responsibilities
  - 1. Man the Control Room-TSC-EOF technical communications link for the purpose of exchanging operational and plant status information with the TSC and Control Room.
  - 2. Maintain the Operational Status board in the EOF.
  - 3. Man the Emergency Notification System (ENS) communications link in the EOF as necessary.

#### 6.9.10 EOF ENS/FTS Communicator

- A. Qualification and Training Requirements
  - 1. Currently licensed or certified at Monticello.
- B. Qualified Personnel
  - 1. Any licensed or certified Monticello Training Center Instructor.
  - 2. Any Technical Communicator.
- C. Duties and Responsibilities
  - 1. Man the ENS communications link (when necessary) and provide technical and operational information to the NRC.
  - 2. Completion of the Form 3195 (EVENT NOTIFICATION WORKSHEET) when required for NRC notifications.



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## 6.10 Severe Accident Management Guidelines Group

### 6.10.1 Accident Management Team (AMT) members (by ERO position)

- A. Decision Makers
  - 1. Operations Group Leader
- B. Evaluators
  - 1. Assistant Operations Group Leader
  - 2. Engineering Coordinator
  - 3. Nuclear Engineer
  - 4. SPDS Operator(s)
  - 5. Trending Individual(s)

### 6.10.2 Decision Makers

- A. Qualification and Training
  - 1. Completion of Severe Accident Management Guideline training, including:
    - a. BWR Severe Accident Management Overview
    - b. Phenomena Related to Severe Accidents
    - c. Technical Support Guidelines (TSGs)
    - d. Severe Accident Management Guidelines (SAMGs)
- B. Qualified Personnel
  - 1. Same as Operations Group Leader - See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION).
- C. Duties and Responsibilities
  - 1. Assume the role of Decision Maker once the Control Room has indicated that Severe Accident Management Guidelines have been entered.
  - 2. Determine Severe Accident Management Guideline strategies to mitigate accident severity/consequences.

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3. Direct the response activities of the Severe Accident Management Guideline Evaluators.
4. Direct the actions of the Severe Accident Management Guideline Implementors.
5. Ensure that the Emergency Director and other TSC personnel are aware of Severe Accident Management Guideline implementation and corrective action status.

#### 6.10.3 Evaluators

##### A. Qualification and Training

1. Completion of Severe Accident Management Guideline training, including:
  - a. BWR Severe Accident Management Overview
  - b. Phenomena Related to Severe Accidents
  - c. Technical Support Guidelines (TSGs)

##### B. Qualified Personnel

1. Select members of the TSC Engineering Group - See Form 5790-001-01 (EMERGENCY RESPONSE ORGANIZATION).

##### C. Duties and Responsibilities

1. Assume the role of Evaluators once the Control Room has indicated that Severe Accident Management Guidelines have been entered.
2. Assist the SAMG Decision Maker (Ops Group Leader) in determining Severe Accident Management Guideline strategies to mitigate accident severity/consequences.

#### 6.10.4 Implementors

##### A. Qualification and Training

1. There are no special qualification or training requirements established for SAMG Implementors. Implementors will perform duties that they are qualified for during their normal work activities.

##### B. Qualified Personnel

1. Implementors are members of the Control Room and Operations Support Center personnel.

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### C. Duties and Responsibilities

1. Take Severe Accident Management Guideline corrective actions as directed by the Severe Accident Management Guideline Decision Maker.

#### 6.11 ERO Activation

**NOTE:** The site emergency response organization is fully activated at the Alert classification and may be partially activated at the NUE class. During normal working hours the ERO is notified via the plant Public Address (PA) system and ERO Pager Network. During off-hours the ERO is notified via the ERO Pager Network and ERO Call-Lists (for selected groups).

- 6.11.1 If ERO activation occurs during off-hours, ERO members should proceed immediately to their duty stations when notified. Enroute, they should tune their car radios to an Emergency Alert System (EAS) station to gather any available information regarding the situation.

**NOTE:** Enroute to the plant or EOF, personnel may encounter roadblocks established by local law enforcement. Presentation of a Utility picture ID may be required for passage through established roadblocks and access to the plant site.

- 6.11.2 Upon arrival at the plant or EOF, ERO members should proceed directly to their emergency duty stations.

- 6.11.3 Key TSC, EOF and OSC personnel should use the respective ERO Tag Board to determine initial emergency response assignments IAW Section 6.12.

- 6.11.4 The fitness of responding personnel will be verified by the coordinators of the emergency response centers (i.e., TSC, OSC and EOF). The fitness of individuals should be assessed prior to their engaging in emergency response activities and should include, at a minimum, a determination of whether individuals have consumed alcohol within the last 5 hours.

- 6.11.5 FFD will be assessed as follows:

- A. A sign will be posted in the plant guardhouse directing individuals who have consumed alcohol within the last 5 hours to identify themselves to the security officer in the badge issue area.
- B. Individuals will be questioned as they arrive in the TSC, OSC and EOF, or
- C. During initial staffing, the facility coordinators will make announcements (in conjunction with status updates) requesting personnel that are not fit for duty or that have consumed alcohol within the last 5 hours identify themselves.

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- 6.11.6 The disposition of personnel that indicate they are not fit for duty or that have consumed alcohol within the last 5 hours will be coordinated as follows:
- A. The security officer in the guardhouse will coordinate FFD testing of individuals who identify themselves as having consumed alcohol within the last 5 hours
  - B. The facility coordinator or respective group leader should evaluate whether the individual is essential to the emergency response and the individual's ability to perform assigned functions.
  - C. Individuals that are considered essential to the emergency response effort should be tested immediately for BAC (i.e., breathalyzer):
    - 1. Individuals whose test results are less than FFD Guidelines (i.e., 0.04 BAC) may engage in emergency response activities.
    - 2. Individuals whose test results exceed FFD Guidelines should be evaluated to determine if they are able to perform their assigned functions, and if so, may be assigned emergency response duties under supervision.
  - D. Non-essential personnel may be directed to a waiting area (e.g., Lunchroom), sent home, or evacuated (if a plant or site evacuation is conducted).
  - E. Any FFD testing that may be required should be coordinated with the Security Group Leader (in the TSC) or EOF Security Group.

**NOTE: The Emergency Preparedness Telephone Directory lists the names and home telephone numbers of ERO personnel.**

- 6.11.7 As soon as possible, Group Leaders and response center coordinators should evaluate the staffing in their respective areas and contact additional personnel as necessary.
- 6.11.8 If circumstances indicate the emergency may exceed 12 hours, the establishment of ERO shift schedules IAW Section 6.13 should be considered.

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## 6.12 ERO Tag Board Instructions

6.12.1 When the ERO is activated, key TSC, EOF and OSC personnel should pass by the respective ERO Tag Board.

6.12.2 Using the tag board, individuals should determine their initial emergency response assignment as follows:

- A. Refer to the tag for his/her respective ERO position. If qualified for more than one position, select the tag corresponding to the position for which he/she is most qualified or a position that is not yet filled.
- B. If the tag has not been turned over, indicating the position is already filled, then:
  1. Read the instructions on the tag.
  2. Turn the tag over.
  3. Print his/her name on the ERO sign-in sheet after the position title.
- C. If the tag has been turned over, indicating someone else has already filled the position:
  1. Refer to the sign-in sheet to determine who is higher on the order of succession for that position and:
    - a. If the individual occupying the position is higher on the order of succession, the tag board process is complete. Refer to other ERO tags for which you are qualified or report to that individual for emergency response assignment.
    - b. If the individual occupying the position is lower on the order of succession, then relieve that individual.

6.12.3 Refer questions on ERO Tag Board use to the Support Group Leader (in the TSC), EOF Coordinator (in the EOF) and OSC Coordinator (in the OSC).

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### 6.13 ERO 24 Hour Staffing

**NOTE:** The Support Group ERO Shift Schedule includes the TSC Group Leader positions in addition to the other support group positions. The Support Group Leader should coordinate the TSC group leader assignments with the Emergency Director.

- 6.13.1 If the duration of the event could exceed 12 hours, TSC and EOF Group Leaders should evaluate the ERO staffing required to support 24 hour coverage. The Support Group Leader and the EOF Coordinator, in cooperation with other facility Group Leaders, should establish 24 hour ERO shifts as follows:
  - A. An ERO SHIFT SCHEDULE form, Form 5790-106-3 through 5790-106-8 or Form 5790-802-3 through Form 5790-802-5 should be issued to the respective facility Group Leader.
  - B. The Emergency Director (in cooperation with the Emergency Manager) should establish a date and time the next shift is to begin. This date and time should be recorded on the ERO shift schedules.
  - C. Each Group Leader should identify the present ERO shift and assign the next shift personnel (in their group) for each position identified on the shift schedule.
  - D. Completed ERO shift schedules should be returned to the Support Group Leader (in the TSC) and EOF Coordinator.
  - E. Copies of the completed ERO Shift Schedules should be used to inform ERO personnel of their next scheduled work times.
- 6.13.2 If a plant (or site) evacuation is occurring or has occurred (i.e., excess ERO personnel have evacuated to an Assembly Point) and the ERO shift schedules have not been established:
  - A. The Emergency Director (and REC) should delay the release of evacuees from the Assembly Point until next shift ERO assignments are made (unless Assembly Point habitability is or will be a concern) .
  - B. Complete the ERO Shift Schedules IAW 6.13.1.
  - C. Ensure evacuees that are assigned to the next ERO shift are informed and they are provided instructions for site access when returning to the plant (i.e., NSP ID badge required for site access).

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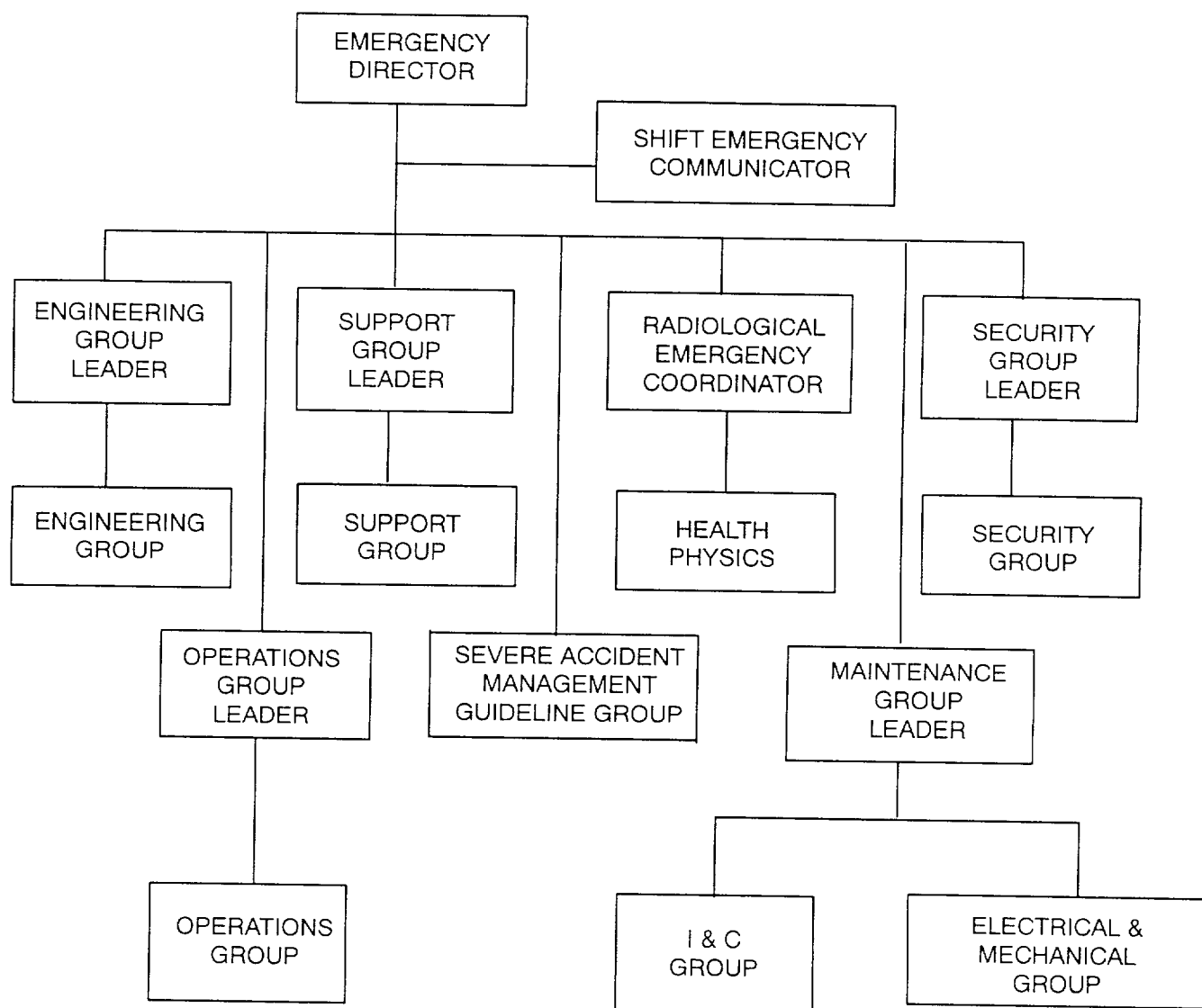
6.13.3 The departure of next shift ERO personnel should be coordinated as follows:

- A. Ensure ERO personnel are informed of their next ERO shift IAW the completed ERO Shift Schedules.
- B. Ensure personnel are instructed to contact the plant if their final destination, after departing the site, is a location other than their permanent residence. In this case, they should provide a phone number at which they can be reached if needed sooner than their next scheduled shift.
- C. Next shift ERO personnel should depart the site as follows depending on the situation:
  1. Normal departure: If the emergency classification is ALERT or a plant (or site) evacuation is not being conducted, next shift personnel should depart the site using normal departure procedures.
  2. Evacuation: If a plant (or site) evacuation is being conducted, the departure of next shift ERO personnel should be coordinated with the other evacuees (if possible).
  3. Evacuation: If a site evacuation is being conducted and the general public is also being evacuated, the departure of individuals should be coordinated with county officials.

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## 7.0 FIGURES

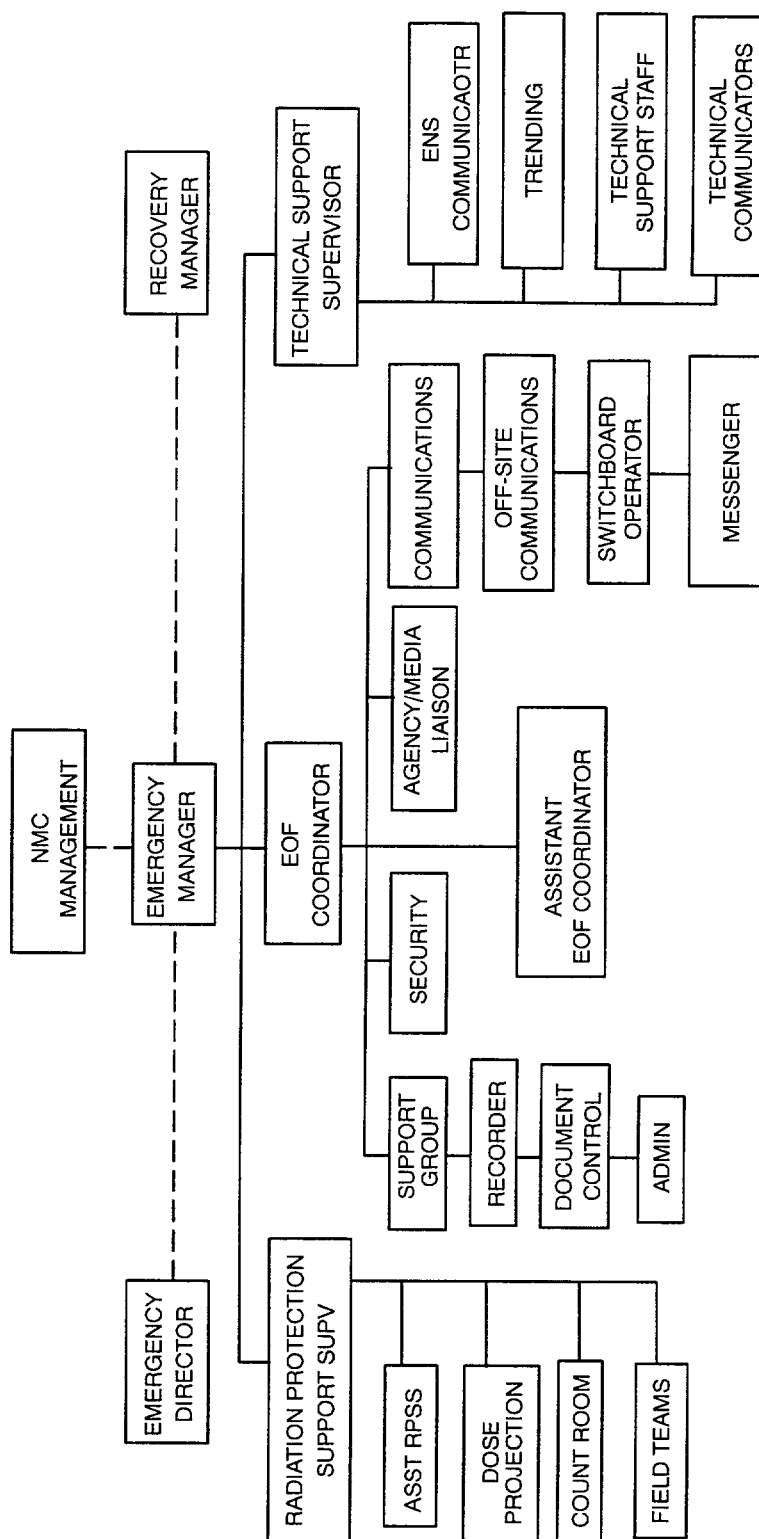
### 7.1 TSC/OSC Emergency Organization Diagram





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## 7.2 EOF Emergency Organization Diagram



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### 7.3 RP & CHEMISTRY Organization Diagram

