

**ENTERGY NUCLEAR NORTHEAST
JAMES A. FITZPATRICK NUCLEAR POWER PLANT
P.O. BOX 110
LYCOMING, NY 13093
DOCUMENT TRANSMITTAL AND RECEIPT ACKNOWLEDGEMENT FORM**

**DATE: November 8, 2001
CONTROLLED COPY NUMBER: 34**

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FROM: CATHY IZYK - EMERGENCY PLANNING DEPARTMENT

SUBJECT: EMERGENCY PLAN AND IMPLEMENTING PROCEDURES

Enclosed are revisions to your assigned copy of the JAFNPP Emergency Plan and Implementing Procedures. Please remove and **DISCARD** the old pages. Insert the attached, initial and date this routing sheet and return the completed routing sheet to ***Cathy Izyk in the Emergency Planning Department within 15 days.*** If this transmittal is not returned within 15 days, your name will be removed from the controlled list.

VOLUME 1 Update List Dated N/A

DOCUMENT	PAGES	REV. #	INITIALS/DATE
	N/A		

VOLUME 2 Update List Dated November 8, 2001

DOCUMENT	PAGES	REV. #	INITIALS/DATE
EAP-8	REPLACE ALL	54	
EAP-17	REPLACE ALL	97	

VOLUME 3 Update List Dated November 8, 2001

DOCUMENT	PAGES	REV. #	INITIALS/DATE
EAP-43	REPLACE ALL	54	
SAP -10	REPLACE ALL - EDITORIAL CORRECTION	9	

A045

EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2

UPDATE LIST

CONTROLLED COPY # **34**

Date of Issue: November 8, 2001

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
N/A	TABLE OF CONTENTS	REV. 19	02/98	N/A
IAP-1	EMERGENCY PLAN IMPLEMENTATION CHECKLIST	REV. 25	09/01	Continuous
IAP-2	CLASSIFICATION OF EMERGENCY CONDITIONS	REV. 21	09/01	Continuous
EAP-1.1	OFFSITE NOTIFICATIONS	REV. 45	09/01	Informational
EAP-2	PERSONNEL INJURY	REV. 24	01/01	Informational
EAP-3	FIRE	REV. 22	10/01	Informational
EAP-4	DOSE ASSESSMENT CALCULATIONS	REV. 29	12/98	Reference
EAP-4.1	RELEASE RATE DETERMINATION	REV. 13	09/01	Reference
EAP-5.1	DELETED (02/94)			
EAP-5.2	DELETED (04/91)			
EAP-5.3	ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING	REV. 7	07/00	Informational
EAP-6	IN-PLANT EMERGENCY SURVEY/ENTRY	REV. 15	02/98	Informational
EAP-7.1	DELETED (02/94)			
EAP-7.2	DELETED (02/94)			
EAP-8	PERSONNEL ACCOUNTABILITY	REV. 54	11/01	Reference
EAP-9	SEARCH AND RESCUE OPERATIONS	REV. 9	02/98	Informational
EAP-10	PROTECTED AREA EVACUATION	REV. 14	02/98	Informational
EAP-11	SITE EVACUATION	REV. 16	05/01	Informational
EAP-12	DOSE ESTIMATED FROM AN ACCIDENTAL RELEASE OF RADIOACTIVE MATERIAL TO LAKE ONTARIO	REV. 10	08/99	Reference
EAP-13	DAMAGE CONTROL	REV. 13	12/98	Informational
EAP-14.1	TECHNICAL SUPPORT CENTER ACTIVATION	REV. 21	08/00	Informational
EAP-14.2	EMERGENCY OPERATIONS FACILITY ACTIVATION	REV. 19	07/00	Informational
EAP-14.5	OPERATIONAL SUPPORT CENTER ACTIVATION AND OPERATION	REV. 14	03/00	Informational

EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2 UPDATE LIST

Date of Issue: November 8, 2001

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
EAP-14.6	HABITABILITY OF THE EMERGENCY FACILITIES	REV. 14	10/98	Informational
EAP-15	EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL	REV. 10	02/00	Informational
EAP-16	PUBLIC INFORMATION PROCEDURE	REV. 6	02/98	Informational
EAP-16.2	JOINT NEWS CENTER OPERATION	REV. 0		Informational
EAP-17	EMERGENCY ORGANIZATION STAFFING	REV. 97	11/01	Informational
EAP-18	DELETED (12/93)			
EAP-19	EMERGENCY USE OF POTASSIUM IODINE (KI)	REV. 21	04/01	Informational
EAP-20	POST ACCIDENT SAMPLE, OFFSITE SHIPMENT AND ANALYSIS	REV. 8	02/98	Reference
EAP-21	DELETED (12/85)			
EAP-22	DELETED (02/98)			
EAP-23	EMERGENCY ACCESS CONTROL	REV. 10	02/98	Informational
EAP-24	EOF VEHICLE AND PERSONNEL DECONTAMINATION	REV. 8	02/98	Informational
EAP-25	DELETED (02/94)			

ENTERGY NUCLEAR NORTHEAST
JAMES A. FITZPATRICK NUCLEAR POWER PLANT
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PERSONNEL ACCOUNTABILITY*
EAP-8
REVISION 54

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY:



RESPONSIBLE PROCEDURE OWNER

DATE: 11/2/2001

EFFECTIVE DATE: November 8, 2001

FIRST ISSUE ☐

FULL REVISION ☐

LIMITED REVISION ☒

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	CONTROLLED COPY # <u>34</u>

PERIODIC REVIEW DUE DATE: May 2006

REVISION SUMMARY SHEET

REV. NO.

- 54 • Quarterly update of the Emergency Response Organization.
- 53 • Quarterly update of the Emergency Response Organization.
 - In section 4.7.5 added the words "and/or Accountability Clerks".
- 52 • Section 4.6 and **NOTE** that follows - changed wording to conform with Security Activity Management System's computer.
 - Section 4.9, - change "badges" to "computers".
 - Attachment 1 number 2 - changed "badge-out rack cards" to SAMS Computer.
 - Attachment 1 number 9 - deleted (check of badges) and added "the (SAMS) or" to the end of sentence.
- 51 • Quarterly update of the Emergency Response Organization.
- 50 • Quarterly update of Emergency Response Organization
 - Adjusted the cover sheet to reflect the company change.
- 49 • Update of the Emergency Response Organization
- 48 • Quarterly update of Emergency Response Organization
- 47 • Quarterly update of Emergency Response Organization

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1.0 PURPOSE

This procedure provides the instructions necessary to account for plant personnel, visitors, and contractors.

2.0 REFERENCES**2.1 Performance References**

None

2.2 Developmental References

2.2.1 EAP-9, SEARCH AND RESCUE OPERATIONS*

2.2.2 EAP-10, PROTECTED AREA EVACUATION*

2.2.3 EAP-11, SITE EVACUATION*

3.0 INITIATING EVENTS

3.1.1 Site Area Emergency, **or**

3.1.2 General Emergency, **or**

3.1.3 Emergency Director's request, **or**

3.1.4 Completion of Protected Area Evacuation or Site Evacuation for personnel without emergency assignments.

4.0 PROCEDURE

4.1 A list of missing personnel shall be made available within 30 minutes via personnel accountability or other means as determined by the individual assigned to lead accountability. Personnel accountability shall be accomplished in two phases:

Phase 1 - The total number of personnel accounted for in the protected area are compared with the total number of persons indicated as being in the protected area.

Phase 2 - The names of missing persons unaccounted for in the protected area are compared to the names of persons indicated as being in the protected area.

4.2 The Emergency Director shall request the Security Shift Coordinator/Sergeant to initiate accountability.

4.3 The Security Shift Coordinator/Sergeant will enable the accountability readers in accordance with Security procedures and request (when those facilities are activated) the Communications and Records Coordinator to dispatch an accountability clerk to the Control Room, TSC and OSC to assist personnel in completing Attachment 3 and badging in the readers.

4.4 The Emergency Director shall request the Control Room to make the following announcement (twice):

ATTENTION. ATTENTION. ALL PERSONNEL IN THE PROTECTED AREA
COMMENCE ACCOUNTABILITY USING BADGE READERS AND SIGN-IN SHEETS.

4.5 The Security Shift Coordinator/Sergeant, who may designate security personnel to lead the accountability process if required, shall use Attachment 1 or Attachment 2 to accomplish personnel accountability.

4.6 The individual assigned to lead accountability shall compile a list of persons on site by name and badge number using either the Security Activity Management System (SAMS) computer or Security Access Computer which is a badge number only list of personnel on site.

NOTE: The (SAMS) computer shall be the primary means of compiling the on site list by name and badge number. The security access computer shall be used as a secondary means and is a "badge number only" list of personnel on site.

The onsite personnel list should also include visitors to the site and shall note their escort names.

Accountability for security personnel may be accomplished by contacting them individually.

4.7 Phase 1 of accountability shall be accomplished in the following manner:

NOTE: Manual method will be used if a computer failure occurs.

- 4.7.1 The individual assigned to lead accountability shall activate the "Personnel Onsite Report" which will indicate who is onsite.

As personnel badge in the accountability readers, they will be deleted from the "Unaccounted Personnel Report." This report will reflect continually who has not badged in an accountability reader.

- 4.7.2 Accountability clerks shall be established in the Control Room, Technical Support Center and Operational Support Center and shall contact the Emergency Security Coordinator in the Technical Support Center at extension 6168.

- 4.7.3 These clerks shall provide the following information to the Emergency Security Coordinator:

- A. Total number of persons assembled in that area obtained from Attachment 3.
- B. A copy of Attachment 3. The originals shall continue to be used for continuous accountability.
- C. Telefax of Attachment 3 forms to EOF Staffing Coordinator (to assist in long-term staffing assessment).

- 4.7.4 The individual assigned to lead accountability shall compare the total number of personnel accounted for on the Attachment 3 forms to the total number onsite from the security computer. These numbers and any discrepancies shall be reported to the Emergency Director. In addition, the individual assigned to lead accountability shall request the Security Shift Coordinator/Sergeant or designee prepare an "unaccounted for" log from the accountability system reader output.

- 4.7.5 Security personnel and/or Accountability Clerks shall establish continuous accountability logs using Attachment 3 at the following locations:
- A. 300 ft. elevation of Old Admin. Building near the Control Room entrance. This position shall record personnel who exit or enter via the Fan Room or Turbine building doors.
 - B. OSC control point near portal monitors. This position shall record personnel who exit or enter the RCA.
 - C. Old Admin. Building foyer. This position shall record personnel who exit or enter via the foyer.

- NOTES:**
- 1. Personnel traveling between the TSC, OSC and Control Room are NOT required to sign in/out on Continuous Accountability Log Sheet, Attachment 3 after the completion of initial accountability.
 - 2. Entry and exit via doors with operable card readers do NOT require sign in on Attachment 3. In the event of a Security computer failure, entry and exit via carded doors that allow access to areas outside the Emergency Response Facilities (combined TSC, OSC and Control Room areas) shall require sign in on Attachment 3.

4.8 Phase 2 of accountability shall be accomplished in the following manner:

- 4.8.1 The individual assigned to lead accountability shall compare the security computer list of onsite persons against those in the Control Room, TSC and OSC and compile a list of unaccounted for individuals. (The manual method will utilize Attachment 3.)
- 4.8.2 The individual assigned to lead accountability shall provide to the Emergency Security Coordinator a list of unaccounted badges and names from the readers, which should match the list of unaccounted individuals.

- 4.9 The individual assigned to lead accountability shall verify that persons on the "Unaccounted Personnel Report" lists have not left the protected area by a check of the security computers. The last known location of these persons shall be obtained from the security computer.
- 4.10 The individual assigned to lead accountability shall attempt to locate any persons unaccounted for by calling them on the plant page system. The page should be repeated every two minutes. If the unaccounted for personnel do not respond within 5 minutes, the following announcement shall be made twice over the P.A. system:

ATTENTION, ATTENTION: IF ANYONE KNOWS THE PRESENT LOCATION OF (name of missing individual), CALL SECURITY AT EXTENSION (specify).

- 4.11 The individual assigned to lead accountability shall contact the missing individuals' supervisors or co-workers for further information. If these attempts are unsuccessful, the names of the missing persons shall be forwarded to the Emergency Director who shall immediately initiate search and rescue activities in accordance with EAP-9, SEARCH AND RESCUE OPERATIONS*.

5.0 ATTACHMENTS

1. ACCOUNTABILITY CHECKLIST - MANUAL METHOD
2. ACCOUNTABILITY CHECKLIST - COMPUTER METHOD
3. ACCOUNTABILITY LOG

ACCOUNTABILITY CHECKLIST - MANUAL METHOD

Page 1 of 2

Initials/Time

1. _____ / _____ Received notification from the Emergency Director to implement personnel accountability procedure.
2. _____ / _____ Compile list of persons onsite using either the SAMS Computer or the security computer. Total number of persons onsite: _____.

PHASE 1

3. _____ / _____ Contact each of the primary assembly areas and obtain a head count:

<u>AREA</u>	<u>EXTENSIONS</u>	<u>PERSON CONTACTED</u>	<u>NUMBER OF PERSONS</u>
Control Room	6665	_____	_____
Technical Support Center	6168	_____	_____
Operational Support Center	6833/6837	_____	_____
Security Bldg	6413/6416	_____	_____

Total number of persons accounted for: _____

4. _____ / _____ Difference between total head count and persons onsite as indicated by security (step 3): _____.
5. _____ / _____ Report totals from step 2, 3, and 4 to the Emergency Director.

ACCOUNTABILITY CHECKLIST - MANUAL METHOD

Page 2 of 2

PHASE 2

Initials/Time

6. _____ / _____ Contact each assembly area. Using the list of persons onsite, check off each person in the assembly area.

7. _____ / _____ List the names and badge numbers of persons unaccounted for:

8. _____ / _____ Notify the Emergency Director of the names of persons unaccounted for.

9. _____ / _____ Verify that persons unaccounted for have not left the site. Determine last known location using the (SAMS) or the security computer.

10. _____ / _____ Call persons unaccounted for on the plant paging system (repeat announcement).

11. _____ / _____ Contact supervisors, co-workers. Attempt to determine last known location of persons unaccounted for.

12. _____ / _____ Advise Emergency Director of missing persons and information determined in steps 9, 11.

RETAIN THIS FORM. IT SHALL BE TURNED IN TO THE EMERGENCY DIRECTOR.

ACCOUNTABILITY CHECKLIST - COMPUTER

Page 1 of 1

Initials/Time

1. _____ / _____ Received notification from the Emergency Director to implement personnel accountability procedure.
2. _____ / _____ Security Central Alarm Station (CAS) or Secondary Alarm Station (SAS) operator to activate accountability card readers by activating the (F6) key on the security computer.

PHASE 1/2

3. _____ / _____ Individual assigned to lead accountability to activate "Personnel Onsite Report."
4. _____ / _____ Individual assigned to lead accountability to activate the "Unaccounted Personnel Report."
5. _____ / _____ Advise the Emergency Security Coordinator in the Technical Support Center of missing person(s) unaccounted for.
6. _____ / _____ Verify that person(s) unaccounted for have not left the site.
7. _____ / _____ Call person(s) unaccounted for on the plant paging system.
8. _____ / _____ Contact supervisors and co-workers to attempt to learn last location of the persons unaccounted for.
9. _____ / _____ Advise Emergency Director of missing person(s)

ACCOUNTABILITY LOG

DATE _____

FACILITY _____

	NAME	Badge Number	Continuous Accountability Time/DRD Readings					
			IN	OUT	IN	OUT	IN	OUT
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
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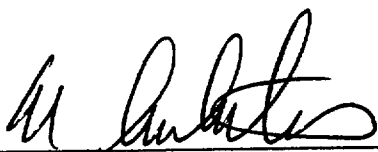
ENTERGY NUCLEAR NORTHEAST
JAMES A. FITZPATRICK NUCLEAR POWER PLANT
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EMERGENCY ORGANIZATION STAFFING*
EAP-17
REVISION 97

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY: 
RESPONSIBLE PROCEDURE OWNER

DATE: 11/2/2001

EFFECTIVE DATE: November 8, 2001

FIRST ISSUE ☐

FULL REVISION ☐

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PERIODIC REVIEW DUE DATE: APRIL 2006

REVISION SUMMARY SHEET

REV. NO.

- 97 • Quarterly update of the Emergency Response Organization.
- 96 • Added notes to sections 6.1.2 and 6.1.2.C.
- In section 6.1.2.B.1 added words "...or when the page is received in SAS".
- In section 6.1.2.C.3.a.1 & 2 added words "this list includes"
- Added words to verify that CAN activation was a success in section 6.1.2.D and also added the word THEN in same section.
- In section 6.1.3.B - took out (BAC <.04% as a minimum).
- In section 6.1.4 - explained pager test to all pager holders whether on duty or not.
- On attachment 3 page 1 & 2 and on attachment 5 item 3, changed Facility(s) to be activated to better clarify what facilities are to be called.
- On attachment 3 page 1 & 2, and on attachment 5, added note to activate both pagers and can concurrently to ensure timely ERO notification.
- On attachment 5 page 1, added word pager to print/sign line and on page 2 added word CAN to the print/sign line. On item 3 - added word Security
- On attachment 3, added Control Room to item 2.b. Also changed process in which to verify that the CAN call has been completed.
- On attachment 3 and 5, updated the Nuclear Generation Duty Officer's phone number.
- 95 • Quarterly update of the Emergency Response Organization.

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1.0 PURPOSE

The purpose of this procedure is to designate the emergency organization for specific emergency classification and to describe the activation of the designated principal emergency response personnel.

NOTE: THIS PROCEDURE IS INTENDED ONLY FOR EMERGENCY PLAN ACTIVATION AND MAY BE ALTERED BY THE EMERGENCY PLANNING COORDINATOR FOR PURPOSES OF EMERGENCY PLAN DRILLS OR EXERCISES.

2.0 REFERENCES

Performance References

- 2.1.1 EAP-43, EMERGENCY FACILITIES LONG TERM STAFFING*
- 2.1.2 SAP-20, EMERGENCY PLAN ASSIGNMENTS*

Developmental References

- 2.1.3 James A. FitzPatrick Nuclear Power Plant Emergency Plan, SECTION 5, ORGANIZATION*
- 2.1.4 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS*
- 2.1.5 EAP-22, OPERATION AND USE OF RADIO PAGING DEVICE*
- 2.1.6 SAP-20, EMERGENCY PLAN ASSIGNMENTS*

3.0 INITIATING EVENTS

An emergency has been declared in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS*

- 3.1 A call-out test is being conducted as directed by the Emergency Planning Coordinator (EPC) or designee.

4.0 RESPONSIBILITIES

- 4.1 Vice President - Operations (VPO), General Manager - Plant Operations (GMPO), General Manager - Operations (GMO), Director - Safety Assurance (DSA).

- 4.1.1 Either the VPO, GMPO, GMO, or the DSA will be in the general area (within approximately 60 minutes travel time to the plant) unless, and as approved by the VPO, special circumstances dictate that they will be absent. Their location is known via the weekly staff schedule, or other means.
- 4.1.2 The VPO, GMPO, GMO, and the DSA shall make their schedules available to the Operations Manager via the weekly staff schedule, or other means as appropriate.

4.2 Shift Manager

- 4.2.1 During an emergency, the Emergency Director is responsible for the direction of all emergency actions at the James A. FitzPatrick Nuclear Power Plant. During normal hours, sufficient supervisory and support personnel are available to respond to an emergency condition; during off-hours, this support is diminished as shown in Attachment 1. When the Shift Manager/Emergency Director determines that additional personnel are necessary to respond to an onsite emergency, he will direct Security to initiate a recall of personnel in accordance with this procedure and EAP-1.1, section 4.2.1. Pagers should be activated for both normal working hours and off hour emergencies. It will be the responsibility of the Security Force to make the necessary telephone calls to initiate this site recall. Other personnel may be directed to perform this function if a Security event prevents Security from making the recall.

4.3 Human Resources Manager

- 4.3.1 The JAFNPP Human Resources Manager is responsible to maintain an up-to-date list of all plant employees, their titles, and home phone numbers. Each calendar year quarter, the Human Resources Manager shall provide this listing to the Emergency Planning Coordinator (EPC).
- 4.3.2 The JAFNPP Human Resources Manager is responsible to ensure Oswego County I.D. cards for terminated or transferred employees are returned to the EPC after the personnel action.

4.4 Emergency Planning Coordinator

- 4.4.1 The Emergency Planning Coordinator shall quarterly update Attachment 6.
- 4.4.2 The Emergency Planning Coordinator shall issue an Emergency Plan Employee Call-Out Form (Attachment 3). This form will be filed at the SAS console.
- 4.4.3 The Emergency Planning Coordinator, or designee, shall, at least quarterly, update and distribute the Emergency Plan On-call Employee Call-out Schedule using the format shown in Attachment 2, or equivalent.

4.5 Security

It is the responsibility of the Secondary Alarm Station (SAS) security officer to conduct the notifications to Emergency Plan On-Call Employees if so directed by the Shift Manager or Emergency Director. The security officer shall use the appropriate pager codes for emergency call-out for Attachment 3 (located at the SAS console). Any information needed regarding plant status shall be obtained from the Shift Manager. The call-out system Community Alert Network, "CAN", shall also be used as appropriate.

4.6 Emergency Plan On-Call Employees

It is the responsibility of each Emergency Plan On-Call Employee to perform their duties in accordance with this procedure. This includes maintaining an operable radio pager. If the employee is "on duty" he/she must remain within approximately one hour of their assigned facility and be fit for duty in accordance with plant/JAF procedures.

5.0 EMERGENCY PLAN ON-CALL EMPLOYEES AND SCHEDULES

Emergency Plan On-Call Employee Schedule shall be issued by the Emergency Planning Coordinator. The following ERO positions shall be listed.

- 5.1.1 Operations Coordinator (CR)
- 5.1.2 Reactor Engineering (CR)
- 5.1.3 System Assessment Advisor (CR)
- 5.1.4 Parameter Assessment Advisor (CR)

-
- 5.1.5 Communicator (EOF)
 - 5.1.6 Computer Operator (EOF)
 - 5.1.7 Dose Assessment Coordinator (EOF)
 - 5.1.8 EOF Manager
 - 5.1.9 Purchasing/Accounting (EOF)
 - 5.1.10 Rad Data Coordinator (EOF)
 - 5.1.11 Rad Engineer (EOF)
 - 5.1.12 Rad Engineer Support (EOF)
 - 5.1.13 Rad Support Coordinator (EOF)
 - 5.1.14 Radio Operator (EOF)
 - 5.1.15 Staffing Coordinator (EOF)
 - 5.1.16 Technical Liaison (EOF)
 - 5.1.17 Security Shift Coord/SGT (JAF)
 - 5.1.18 Administrative Manager (JNC)
 - 5.1.19 Chemistry Supervisor (OSC)
 - 5.1.20 I&C Supervisor (OSC)
 - 5.1.21 Maintenance Supervisor - Electrical (OSC)
 - 5.1.22 Maintenance Supervisor - Mechanical (OSC)
 - 5.1.23 OSC Manager
 - 5.1.24 Rad Protection Supervisor (OSC)
 - 5.1.25 Communications & Records Coordinator (TSC)
 - 5.1.26 Communicator (TSC)
 - 5.1.27 Computer Operator (TSC)
 - 5.1.28 Emergency Director/TSC Manager Alternate (TSC)
 - 5.1.29 Emergency Director Aide (TSC)
 - 5.1.30 Emergency Maintenance Coordinator (TSC)
 - 5.1.31 NRC Communicator (TSC)
 - 5.1.32 Plant Engineer - Electrical (TSC)
 - 5.1.33 Plant Engineer - Mechanical (TSC)
 - 5.1.34 Rad Engineer (TSC)
 - 5.1.35 Rad Support Coordinator (TSC)
 - 5.1.36 Emergency Security Coordinator (TSC)
 - 5.1.37 Technical Coordinator (TSC)
 - 5.1.38 TSC Manager/Emergency Director Alternate.

The following ERO positions are issued pagers but are not assigned on-duty periods.

- 5.1.39 EOF Security Coordinator
- 5.1.40 Oswego County/NY State Liaison (EOF)
- 5.1.41 Public Information Technical Assistant (EOF)
- 5.1.42 JAF Spokesperson/JNC Director (JNC)
- 5.1.43 Public Information Technical Assistant (JNC)
- 5.1.44 Technical Briefer (JNC)
- 5.1.45 B&G Supervisor (OSC)
- 5.1.46 Fire Protection Supervisor (OSC)
- 5.1.47 Maintenance Engineer (OSC)
- 5.1.48 Nurse (OSC)
- 5.1.49 QC Supervisor (OSC)
- 5.1.50 Warehouse Supervisor (OSC)
- 5.1.51 Plant Engineer - Procurement (TSC)
- 5.1.52 Public Information Liaison (TSC)
- 5.1.53 Public Information Technical Assistant (TSC)
- 5.1.54 Rad Engineer Support (TSC)

It is the responsibility of each assigned individual to be aware of the on-call schedule and be aware of the pager codes.

Individuals filling positions listed in Section 5.1 are issued Emergency Plan pagers and are scheduled for "on-duty" periods. A schedule of "on-duty" personnel is initiated and published by the Emergency Planning Coordinator.

It is the responsibility of the individual on-call to be aware of their "on-duty" status. An on-duty week shall normally run from 0700 Monday until 0700 the following Monday. If a holiday occurs on a Monday, the on-duty period will end on Tuesday at 0700. Pagers shall be within hearing/notification range of "on-duty" personnel at all times.

If an individual is scheduled for a particular date and that individual wishes to switch duty with another equally qualified and designated person, it is the individual's responsibility to ensure adequate coverage is maintained. No official notifications are necessary.

Pager codes as listed in Attachment 4 are issued to each individual assigned a pager. The codes indicate if it is a real event, a drill or a pager test. (All individuals issued pagers are expected to report to their assigned facility/follow pager instructions during a real event or drill as they would for a CAN notification.)

The on-call schedule for the WPO Nuclear Generation Duty Officer is maintained by the Corporate Emergency Preparedness Group.

6.0 PROCEDURE

6.1 Activation of the Emergency Plan

6.1.1 Shift Manager/Emergency Director

- A. The Control Room will activate pagers and CAN during times of a declared Security event.
- B. The Shift Manager or designee shall instruct the SAS Security Officer (at extension 3456) to initiate the call out of Emergency Response Organization personnel in accordance with this procedure and EAP-1.1, Section 4.2.1.

6.1.2 Secondary Alarm Station (SAS) Security Officer (or designated Security Officer)

NOTE: Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

- A. Notification of Emergency Plan On-Call Employees via pagers.

NOTE: Pager and/or CAN notifications NOT performed in SAS will be performed in accordance with Attachment 5 from the Control Room.

1. The SAS Security Officer, upon being instructed to do so by the Shift Manager/Emergency Director, shall notify all the Emergency Plan On-Call Employees. This shall be accomplished by using the Emergency Plan Employee Call-Out Form (Attachment 3). Activate the paging system a minimum of three (3) times. Separate pages by an interval of 2 minutes, or when the page is received in SAS.

B. Community Alert Network (CAN)

NOTE: Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

Activate "CAN" during off-hours when directed to do so by the Shift Manager and/or Emergency Director.

NOTE: The Password and Call Back verification Phone Numbers are the same number.

1. Notify "CAN" at 800-552-4226. The "CAN" operator will request your name and affiliation - Entergy - James A. FitzPatrick NPP (JAF Security).
2. The "CAN" operator will ask for a Password and a call back verification number. Provide "CAN" operator with one of the following phone numbers:
 - a. SAS Phone (315-349-6420) or
 - b. SAS Phone (315-349-6415) or
 - c. SAS Cellular Phone (315-593-4767) or
 - d. Security Sergeant (315-349-6422) or
 - e. Control Room Phone, near RECS line, (315-349-6261)

(The "CAN" operator will then hang up and call you back for verification of the facilities and messages. If cellular phone number is given, ensure cellular phone is turned on.)
3. On the call back from "CAN," provide the following information:
 - a. The "CAN" operator will request which call-out list(s) to call. Answer "Call out the (depending on which facilities are requested to be activated).

NOTE: The JAF list includes Security Personnel.

- 1) "Group 1 call-out list" (This list includes CR/TSC/OSC/JAF); or
 - 2) "Group 2 call-out list" (This list includes CR/TSC/OSC/JAF and EOF/JNC); or
 - 3) Individually Selected:
"CR TSC OSC EOF JNC JAF call-out list(s)"
- b. Instruct the "CAN" operator to activate:
- 1) Message 1 for actual emergencies
 - OR
 - 2) Message 2 for drills
 - OR
 - 3) Message 3 for call-out TESTS
- c. The CAN operator will ask if you want to be notified when the activation is complete or if a problem occurs during activation, ANSWER "yes".
- d. Provide the CAN operator with the current local time when requested.
4. The backup phone number to call "CAN" is 1-877-786-8478. The secondary backup number is (800) 992-2331. This is an answering service and is to be used only in the event of a malfunction of the computerized prompt/recording. Tell the answering service your name/affiliation and a call back number. This person will contact the "CAN" operations staff who will return your call to get the detailed information.
 5. Notify the Shift Manager/ED when "CAN" has been activated.

6. CAN notifications **NOT** performed in **SAS** will be performed in accordance with Attachment 5.

C. Manual Call-Out/Verification

IF CAN was activated, **THEN** verify CAN activation was successful by calling ten (10) individuals on Attachment 6 and verify that CAN activation was successful, **OR** by receiving CAN call at SAS.

IF CAN activation was NOT successful, **THEN** call Team 1 members then Team 2 then Team 3 and read the appropriate CAN message to each individual. (Use additional personnel to expedite call-out if necessary.)

6.1.3 On-Call Employees "On Duty"

- A. The Emergency Plan on-call employee will maintain an operable pager and ensure that he/she can be notified at all times (ie. hear the pager) for the duration of their duty period.
- B. The Emergency Plan on-call employee shall remain fit for duty and be within approximately one hour from their assigned emergency response facility.
- C. The Emergency Plan on-call employee shall respond to the appropriate emergency response facility as soon as possible (approximately one hour), or follow directions given via coded message on the pager.
- D. Random pager testing of on-call staff will occur periodically. Random tests must be responded to by the individuals "on duty" at the time the test is conducted as indicated by the pager code, unless the individual has already responded to a "CAN" test.

6.1.4 Individuals Listed in Section 5.1 But Are Not "On-Duty" and Individuals Listed in Section 5.2

All ERO members assigned a pager (whether assigned an on-duty period or not) are expected to keep their pagers within hearing/notification range both while onsite and offsite and respond to pager tests.

6.1.5 Emergency Director

A. The Emergency Director should establish that the emergency organization staffing applicable to the level of emergency is in place (ref. SAP-20 for facility organizational charts or adjust according to need).

B. As soon as practical after declaring an emergency condition and activating the Emergency Response Organization, the Emergency Director shall attempt to determine if any additional staff is required to maintain the emergency response.

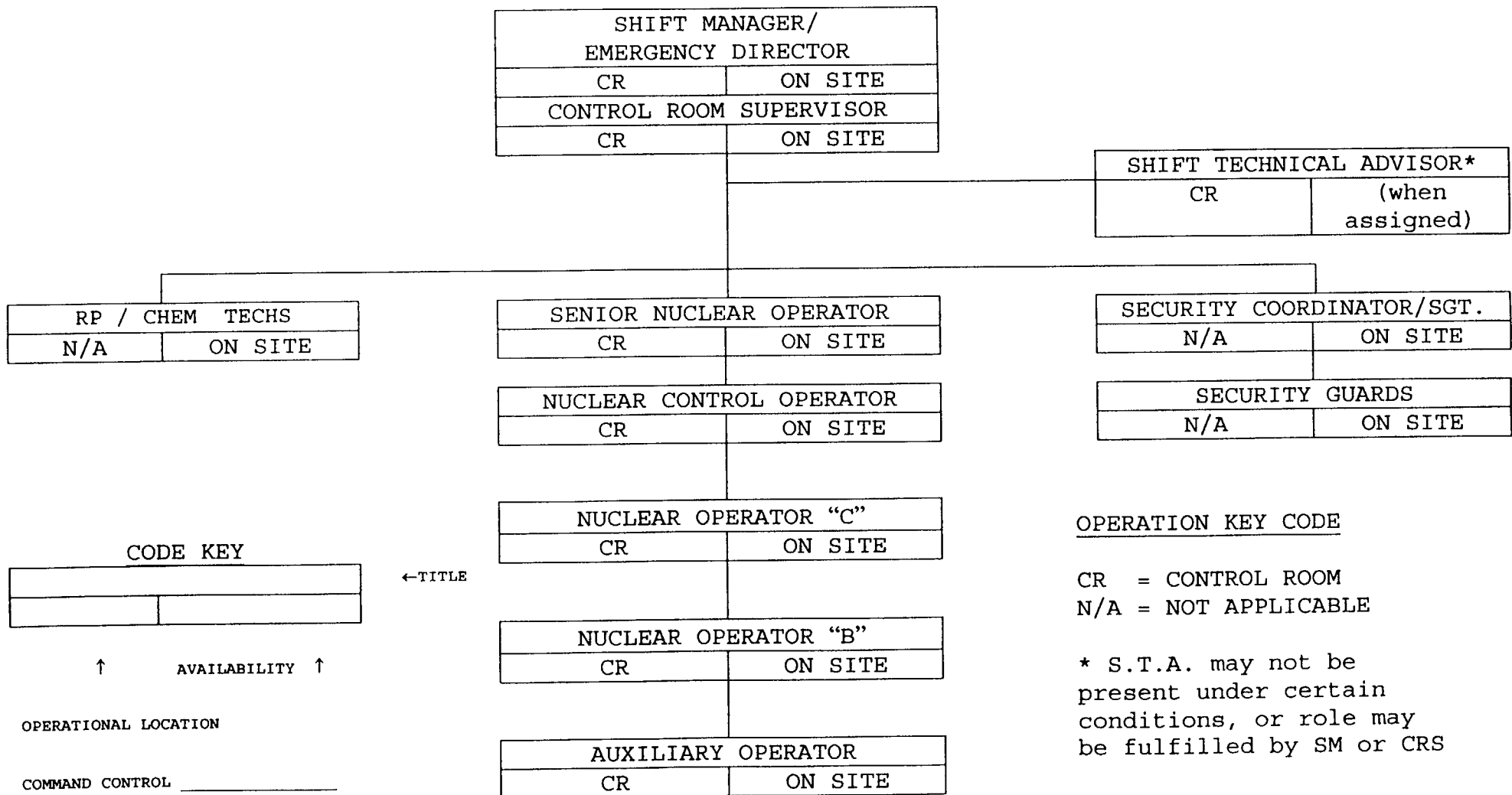
C. The Emergency Director may delegate the staffing responsibilities to a Staffing Coordinator. Refer to EAP-43, EMERGENCY FACILITIES LONG TERM STAFFING*

7.0 ATTACHMENTS

1. JAFNPP EMERGENCY STAFFING ON SHIFT RESPONSE ORGANIZATION
2. JAFNPP TYPICAL EMERGENCY PLAN STAFF CALL OUT MATRIX - BY POSITION
3. EMERGENCY PLAN EMPLOYEE CALL-OUT
4. "CAN" MESSAGES AND PAGER ACTIVATION CODES
5. ALTERNATE COMMUNITY ALERT NETWORK (CAN) EMERGENCY CALL OUT DURING SECURITY EVENT
6. EMERGENCY ORGANIZATION ASSIGNMENTS

JAFNPP EMERGENCY STAFFING ON SHIFT RESPONSE ORGANIZATION

Page 1 of 1



JAFNPP TYPICAL EMERGENCY PLAN & FF CALL OUT MATRIX - BY POSITION

Page 1 of 1

JAFNPP TYPICAL EMERGENCY PLAN STAFF CALL OUT MATRIX - BY POSITION							
EP Function	DATE	DATE	DATE	DATE	DATE	DATE	EP Qualified Positions
CONTROL ROOM							
Operations Coordination	Operations Coord	Operations Coord	Operations Coord	Operations Coord	Operations Coord	Operations Coord	Operations Coordinator
Reactor Engineering	As assigned per Reactor Analyst Schedule						Reactor Engineer
System Assessment Advisor	As assigned per Work Week Manager Schedule						System Assessment Advisor
Parameter Assessment Advisor	Para. Asst. Adv.	Para. Asst. Adv.	Para. Asst. Adv.	Para. Asst. Adv.	Para. Asst. Adv.	Para. Asst. Adv.	Parameter Assessment Advisor
TECHNICAL SUPPORT CENTER							
Emergency Director	As assigned per Emergency Director Schedule						Emergency Director IAW EAP-17, Step 4.1.1
TSC Management	TSC Manager	TSC Manager	TSC Manager	TSC Manager	TSC Manager	TSC Manager	TSC Manager
Technical Coord/Lead	Tech. Coord/DE	Tech. Coord/DE	Tech. Coord/DE	Tech. Coord/DE	Tech. Coord/DE	Tech. Coord/DE	Tech. Coordinator/Designated Engineer (DE)
Emergency Plan Assistance	ED Aide	ED Aide	ED Aide	ED Aide	ED Aide	ED Aide	ED Aide
Plant Engineer Mechanical	Plant Eng. Mech	Plant Eng. Mech	Plant Eng. Mech	Plant Eng. Mech	Plant Eng. Mech	Plant Eng. Mech	Plant Engineer Mechanical
Plant Engineer Electrical	Plant Eng. Elect	Plant Eng. Elect	Plant Eng. Elect	Plant Eng. Elect	Plant Eng. Elect	Plant Eng. Elect	Plant Engineer Electrical
Inplant Radiological Lead	Rad Sup Coord	Rad Sup Coord	Rad Sup Coord	Rad Engineer	Rad Engineer	Rad Engineer	Radiological Support Coordinator or Rad Engineer
Communication Management	Comm Records Coord.	Comm Records Coord.	Comm Records Coord.	NRC Communicator	NRC Communicator	NRC Communicator	Comms & Records Coordinator or NRC Communicator
Communications	Communicator	Communicator	Communicator	Communicator	Communicator	Communicator	Communicators
Computer Operations	Computer Oper	Computer Oper	Computer Oper	Computer Oper	Computer Oper	Computer Oper	Computer Operator
Emergency Maintenance Coord	Emerg Maint Coord	Emerg Maint Coord	Emerg Maint Coord	Emerg Maint Coord	Emerg Maint Coord	Emerg Maint Coord	Computer Operator
Security Lead	Emer Sec Coord	Emer Sec Coord	Emer Sec Coord	Shift Coord/SGT.	Shift Coord/SGT.	Shift Coord/SGT.	Emergency Security Coord. Or Sec. Shift Coord/SGT.
OPERATIONAL SUPPORT CENTER							
OSC Management	Assigned per Coordinated Maintenance Schedule						OSC Manager
Mechanical Maint. Supervision	Assigned per Coordinated Maintenance Schedule						Maintenance Supervisor - Mechanical
RP / Chem Supervision	RP Supv	RP Supv.	RP Supv.	Chem Supv.	Chem Supv	Chem Supv	Rad Protection Supervisor or Chemistry Supervisor
I&C and Electrical Supervision	Assigned per Coordinated Maintenance Schedule						I&C Supervisor or Maintenance Supervisor - Electrical
EMERGENCY OPERATIONS FACILITY							
EOF Management	EOF Manager	EOF Manager	EOF Manager	Tech Liaison	Tech Liaison	Tech Liaison	EOF Manager or Technical Liaison
Dose Assessment Lead	Rad Sup Coord	Rad Sup Coord	Rad Sup Coord	Dose Assess. Coord	Dose Assess. Coord	Dose Assess. Coord	Rad Support Coordinator or Dose Assessment Coordinator
Rad Engineering Support	Rad Engineer	Rad Engineer	Rad Engineer	Rad Eng. Support	Rad Eng. Support	Rad Eng. Support	Rad Engineer or Rad Engineer Support
Rad. Data & Dispatch Support	Rad Data Coord	Rad Data Coord	Rad Data Coord	Radio Operator	Radio Operator	Radio Operator	Rad Data Coordinator or Radio Operator
Computer Operations	Computer Oper	Computer Oper	Computer Oper	Computer Oper	Computer Oper	Computer Oper	Computer Operator
Communications Support	Communicator	Communicator	Communicator	Communicator	Communicator	Communicator	Communicator
Staffing & Purchasing	Staff Coord	Staff Coord	Staff Coord	Purch Account	Purch Account	Purch Account	Staffing Coordinator or Purchasing Accounting
JOINT NEWS CENTER							
Administration	Admin Mgr.	Admin Mgr.	Admin Mgr.	Admin Mgr.	Admin Mgr.	Admin Mgr.	Admin Manager

F. CAN Activation:

Activation of BOTH pagers and CAN (if needed) should be performed concurrently to ensure timely ERO notification.

1. Select (Circle) the following information provided by the Shift Manager/ED/Other as found in section "A" on the reverse side of this form:
 - Facilities required for activation (step 6) **AND**
 - Message to be used (step 7)
2. Call Community Alert Network (CAN): **1-800-552-4226** (Backup number 1-877-786-8478)
3. Tell the CAN operator Your Name **AND** Where Your Calling from: **Entergy - James A. FitzPatrick Nuclear Power Plant - Security**
4. When prompted for the password and call back verification number by the CAN operator, use one of the following:

NOTE: THE PASSWORD AND CALL-BACK NUMBERS ARE THE SAME NUMBER

SAS Phone	315-349-6420	SAS Cell Phone	315-593-4767
SAS Phone	315-349-6415	Sec. Sergeant	315-349-6422

5. The CAN Operator will then hang-up and call you back at the number you provided.
6. On call back from "CAN" provide the call-out lists for the facilities the Shift Manager directed to be activated:
 - Group 1 call-out list **OR**
 - Group 2 call-out list **OR**
 - Individually Selected: CR TSC OSC EOF JNC JAF (JAF is the Security personnel)
7. Instruct the CAN operator to activate:
 - Message one(1) for actual emergencies, **OR**
 - Message two (2) for drills, **OR**
 - Message three (3) for call-out TESTS
8. The CAN operator will ask if you want to be notified when the call-out has been completed, or if a problem occurs preventing CAN activation - Answer **"YES"**.
9. The CAN operator will ask for the current local time: _____ (Record time)
10. Notify the Shift Manager when you have completed the CAN call.
11. Notify the Shift Manager when the CAN operator notifies you that the CAN activation has completed.

G. Manual Calls/Verification:

1. If CAN was activated, verify successful activation by calling ten (10) individuals, at random, listed on Attachment 6, or by receiving CAN call at SAS.
2. If CAN activation was not successful, call all individuals on Attachment 6 and read the appropriate CAN message (Attachment 4). (Call Team 1 members then Team 2 then Team 3 - use additional people if available).

H. Information:

Time CAN Activation Completed: _____ (inform Shift Manager/ED)

Call-Out Verification: Time complete _____ SAT UN-SAT (Circle one)

CAN Activation Performed by: _____
Print/Sign

"CAN" MESSAGES AND PAGER ACTIVATION CODES

Page 1 of 1

MESSAGE #1 (Use to activate a facility during an Actual Event)

This is an emergency message from the James A. FitzPatrick Nuclear Power Plant. This is an emergency message from the James A. FitzPatrick Nuclear Power Plant. An emergency has been declared at the plant! An emergency has been declared at the plant! Report to your assigned emergency facility. Fitness For Duty requirements apply. Report to your assigned emergency facility. Fitness For Duty requirements apply.

ACTIVATION

MESSAGE #2 (Use to activate a facility during a drill)

This is a drill message from the James A. FitzPatrick Nuclear Power Plant. This is a drill! This is a drill! An emergency has been declared at the plant. Report to your assigned emergency facility. Fitness For Duty requirements apply. An emergency has been declared at the plant. Report to your assigned emergency facility. Fitness For Duty requirements apply. This is a drill. This is a drill.

DRILL

MESSAGE #3 (Use to initiate a call-out test)

This is a message from the JAF Nuclear Power Plant. This is a drill! This is a drill! This message applies to personnel assigned a JAF pager. This message applies to personnel assigned a JAF pager. This is a drill! This is a drill!

TEST

PAGER ACTIVATION CODES

FIRST DIGIT INFORMATION	SECOND DIGIT CLASSIFICATION	THIRD DIGIT FACILITY ACTIVATED
1 = Actual Event	1 = NUE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2 = Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager/On-call test only	3 = SAE	3 = On duty only report to CR/OSC/TSC/EOF/JNC
	4 = GE	7 = Personnel assigned a pager call CAN 800- 205-5175 (respond to CAN prompts as directed)
	9 = None	8 = All personnel report to EOF for further instructions.
		9 = No response required

EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3
UPDATE LIST

CONTROLLED COPY # **34**

Date of Issue: November 8, 2001

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
N/A	TABLE OF CONTENTS	REV. 23	12/98	N/A
EAP-26	PLANT DATA ACQUISITION SYSTEM ACCESS	REV. 11	02/98	Informational
EAP-27	ESTIMATION OF POPULATION DOSE WITHIN 10 MILE EMERGENCY PLANNING ZONE	REV. 9	02/98	Informational
EAP-28	EMERGENCY RESPONSE DATA SYSTEM (ERDS) ACTIVATION	REV. 6	07/00	Reference
EAP-29	EOF VENTILATION ISOLATION DURING AN EMERGENCY	REV. 5	02/98	Informational
EAP-30	EMERGENCY TERMINATION AND TRANSITION TO RECOVERY*	REV. 0	12/98	Informational
EAP-31	RECOVERY MANAGER*	REV. 1	07/01	Informational
EAP-32	RECOVERY SUPPORT GROUP*	REV. 7	09/01	Informational
EAP-33	DEVELOPMENT OF A RECOVERY ACTION PLAN*	REV. 0	12/98	Informational
EAP-34	ACCEPTANCE OF ENVIRONMENTAL SAMPLES AT THE EOF/EL DURING AN EMERGENCY	REV. 3	02/98	Informational
EAP-35	EOF TLD ISSUANCE DURING AN EMERGENCY	REV. 6	02/98	Informational
EAP-36	ENVIRONMENTAL LABORATORY USE DURING AN EMERGENCY	REV. 4	02/98	Informational
EAP-37	SECURITY OF THE EOF AND EL DURING DRILLS, EXERCISES AND ACTUAL EVENTS	REV. 6	07/01	Informational
EAP-39	DELETED (02/95)			
EAP-40	DELETED (02/98)			
EAP-41	DELETED (12/85)			
EAP-42	OBTAINING METEOROLOGICAL DATA	REV. 15	01/01	Informational
EAP-43	EMERGENCY FACILITIES LONG TERM STAFFING	REV. 54	11/01	Informational
EAP-44	CORE DAMAGE ESTIMATION	REV. 4	02/98	Informational
EAP-45	EMERGENCY RESPONSE DATA SYSTEM (ERDS CONFIGURATION CONTROL PROGRAM)	REV. 6	07/00	Informational
SAP-1	MAINTAINING EMERGENCY PREPAREDNESS	REV. 15	02/00	Informational
SAP-2	EMERGENCY EQUIPMENT INVENTORY	REV. 33	10/01	Reference
SAP-3	EMERGENCY COMMUNICATIONS TESTING	REV. 70	09/01	Reference

**EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3
UPDATE LIST**

Date of Issue: November 8, 2001

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
SAP-4	NYS/OSWEGO COUNTY EMERGENCY PREPAREDNESS PHOTO IDENTIFICATION CARDS	REV. 8	03/00	Informational
SAP-5	DELETED (3/98)			
SAP-6	DRILL/EXERCISE CONDUCT	REV. 16	01/01	Informational
SAP-7	MONTHLY SURVEILLANCE PROCEDURE FOR ON-CALL EMPLOYEES	REV. 35	11/00	Informational
SAP-8	PROMPT NOTIFICATION SYSTEM FAILURE/SIREN SYSTEM FALSE ACTIVATION	REV. 12	10/01	Informational
SAP-9	DELETED (02/94)			
SAP-10	METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE	REV. 9	07/00	Informational
SAP-11	EOF DOCUMENT CONTROL	REV. 10	08/00	Informational
SAP-13	EOF SECURITY AND FIRE ALARM SYSTEMS DURING NORMAL OPERATIONS	REV. 3	03/98	Informational
SAP-14	DELETED (02/95)			
SAP-15	DELETED (11/92)			
SAP-16	UTILIZING EPIC IDT TERMINALS FROM DESTINY SYSTEM	REV. 3	02/98	Informational
SAP-17	EMERGENCY RESPONSE DATA SYSTEM (ERDS) QUARTERLY TESTING	REV. 7	07/00	Continuous
SAP-19	SEVERE WEATHER	REV. 4	01/01	Informational
SAP-20	EMERGENCY PLAN ASSIGNMENTS	REV. 19	01/01	Informational
SAP-21	DELETED (04/01)			
SAP-22	EMERGENCY PLANNING PROGRAM SELF ASSESSMENT	REV. 1	10/98	Informational

ENTERGY NUCLEAR NORTHEAST
JAMES A. FITZPATRICK NUCLEAR POWER PLANT
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EMERGENCY FACILITIES LONG TERM STAFFING*
EAP-43
REVISION 54

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY:

M. A. [Signature]
RESPONSIBLE PROCEDURE OWNER

DATE: 11/2/2001

EFFECTIVE DATE:

November 8, 2001

FIRST ISSUE ☐

FULL REVISION ☒

LIMITED REVISION ☐

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PERIODIC REVIEW DUE DATE: AUGUST 2006

REVISION SUMMARY SHEET

REV. NO.

- 54 • Quarterly update of the Emergency Response Organization.
- 53 • Quarterly update of the Emergency Response Organization.
 - Added position within the JNC to read Communications/Writers.
- 52 • Quarterly update of the Emergency Response Organization.
- 51 • Quarterly update of the Emergency Response Organization.
 - The cover sheet reflects the current company name change.
- 50 • Update of Emergency Response Organization.
- 49 • Quarterly update of Emergency Response Organization.
- 48 • Quarterly update of Emergency Response Organization.
 - Added Section 4.10.
 - Added Asterisks after Procedure title in Section 2.2.2 per AP-02.04.
- 47 • Quarterly update of Emergency Response Organization.
 - Added box in the TSC to read Technical Coordinator as Assigned by ED.
- 46 • Quarterly update of Emergency Response Organization.
 - Added box in the JNC Technical Briefer to read ED/ED Aide/TSC Manager assigned.

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1. <u>EMERGENCY ORGANIZATION ASSIGNMENTS.</u>	6

1.0 PURPOSE

This procedure provides instructions to provide long term staffing for JAFNPP Emergency Facilities

2.0 REFERENCES**2.1 Performance References**

2.1.1 AP-11.03, CONTROL OF OVERTIME*

2.2 Developmental References

2.2.1 Section 5, JAF EMERGENCY PLAN*

2.2.2 EAP-17, EMERGENCY ORGANIZATION STAFFING*

3.0 INITIATING EVENTS

All Emergency Facilities have been activated.

4.0 PROCEDURE**4.1 Responsibility**

It is the responsibility of the Staffing Coordinator to establish long term staffing for all the JAFNPP Emergency Facilities (C.R., O.S.C., T.S.C., E.O.F., Security and J.N.C.). The Staffing Coordinator shall fill positions in accordance with Attachment 1 developing a two shift rotation of qualified employees as a minimum and three shifts whenever possible.

NOTE: Personnel who are designated as "in training" for a position are considered to be qualified when all training requirements for that position are completed.

4.2 The Staffing Coordinator shall complete Attachment 1, Emergency Organization Assignments, using a copy of Attachment 3 of EAP-8 that has been completed at JAF for accountability, as a reference.

4.3 The staffing Coordinator shall ensure provision of AP-11.03, CONTROL OF OVERTIME*, are considered when making staffing assignments

NEW YORK POWER AUTHORITY
JAMES A. FITZPATRICK NUCLEAR POWER PLANT
EMERGENCY PLAN IMPLEMENTING PROCEDURE

METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE*
SAP-10
REVISION 9

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY:

M. Ambrose
RESPONSIBLE PROCEDURE OWNER

DATE: 7/18/00

EFFECTIVE DATE:

July 21, 2000

FIRST ISSUE ☐

FULL REVISION ☐

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Editorial Correction #1

PERIODIC REVIEW DUE DATE: JANUARY 2003

REVISION SUMMARY SHEET

REV. NO.

- 9 Add requirements for checking the MDAS PC output to ERDS.
- Added :meteorological data acquisition system operability" in section 1.0
- In section 4.6.6, added information regarding JAF newtorked computers.
- In section 4.17, added steps to facilitate comparison of the MDAS PC data with the JAF computer output.
- On attachment 1, page 2 of 2, added MDAS PC checkoffs.
- Changed RES to Rad Protection, editorial change only.
- 8 Deleted GM-SUPPORT SERVICES signature line from the cover page per AP-02.04.
- Add asterisks at the end of Sections 2.1.1 and 2.2.1 to show TSR procedure titles.
- Reorganized the log on procedure for the LA-100, Niagara Mohawk changed their computer ethics.
- Editorial corrections in the following Sections: 4.8, 4.9, and 4.15.
- 7 Step numbers on Att. 1 were corrected, incorrect abbreviations were deleted (Steps 4.12.2, 4.13.3). Step numbers were corrected in text (Steps 4.11.4, 4.13.1, 4.14.1, 4.15.1, and 4.16) and directions to record information on Att. 1 was added to Steps 4.14.3 and 4.15.5.

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1. <u>METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE</u> ...	14

1.0 PURPOSE

The purpose of this procedure is to provide for a quarterly operation and inspection check on the meteorological recorders located in the Control Room and Technical Support Center with computer output from the Niagara Mohawk Meteorological System. In addition, the strip chart paper shall be replaced as needed (at approximately two-week intervals). This procedure also provides for a routine surveillance of the emergency dose assessment operability and Meteorological Data Acquisition System (MDAS) operability.

2.0 REFERENCES

2.1 Performance References

2.1.1 EAP-42, OBTAINING METEOROLOGICAL DATA*

2.2 Developmental References

2.2.1 IMP-17.10, METEOROLOGY STRIP CHART RECORDER ROUTINE MAINTENANCE AND CALIBRATION*

2.2.2 Operations and Maintenance Manual for the NMPC-NYPA Meteorological Data Acquisition System

2.2.3 Texas Instrument Inc. TIGRAPH 200 Graphic Display Installation and Operation Maintenance Manual, DOCNO: 6211809, Access #006211809

2.2.4 Regulatory Guide 1.23

3.0 INITIATING EVENTS

None

4.0 PROCEDURE

4.1 The Radiation Protection (RP) Manager shall assign a RP Technician to perform this surveillance which includes:

4.1.1 Evaluate the quality and validity of the data being gathered.

4.1.2 Assess the status of the site instrumentation and equipment.

4.1.3 Document and distribute all significant information for use in historical analysis.

-
- 4.1.4 Determine if unscheduled maintenance is required.
 - 4.2 Direct comparisons of each recorder channel and 17 MDAS-PC-3 data are to be performed on a quarterly basis with computer output obtained the same day.
 - 4.3 Data will be collected from recorders in both the Control Room and the Technical Support Center. Assure recorders are operating on Eastern Standard Time.
 - 4.4 In addition, the purpose of this procedure is to assess and document the "usability" of the meteorological data on the recorders as well as the computer. Through this procedure, analysis of the data will yield pertinent information on whether data received is good, bad, suspect, or not available.
 - 4.5 Attachment 1, Meteorological Monitoring System Surveillance, must be completed to document the comparison of data.
 - 4.6 In addition, record any pertinent information concerning the recorder data as well as the computer data on the Attachment 1, Meteorological Monitoring System Surveillance. Record all occurrences at each recorder location which may be of significance to later analysis of the data or in the operational and maintenance history of any equipment used in this analysis. Record items such as the following:
 - 4.6.1 Paper replacement, repairs and/or calibrations of all equipment.
 - 4.6.2 A description of "NO" entries (indicating no data, or abnormal operation) on Attachment 1, Meteorological Monitoring System Surveillance and action taken, if any.
 - 4.6.3 A description of conditions pertinent to "suspect" or "invalid" data.
 - 4.6.4 A description of abnormal conditions.
 - 4.6.5 A brief summary of other tasks performed.
 - 4.6.6 Information which may be helpful or necessary in analyzing meteorological conditions and instrument performance (i.e. Met. tower instruments out of service due to high winds, lightning, etc.).

4.7 From a JAF Networked Computer print the Meteorological Data Screen from the Plant Parameters selection. This will provide the required data for compression to the Meteorological Computer printout.

4.8 From the TSC, perform the following:

Obtain a meteorological computer printout from the Niagara Mohawk system. (The printout gives average hourly values from all towers for the past 24 hours.) To do this, perform the following steps:

NOTE: Should the LA-100 stall or otherwise lock up during operation, Ctrl-Y will reset the system.

4.8.1 Place switch on Black Box Modem labeled LA-100 to the NiMo position.

4.8.2 Press the "RETURN" key on the LA-100 terminal.

4.8.3 Output will be the Nine Mile Point/JAF Meteorological Menu.

4.8.4 Utilize the username and password located on the terminal.

4.8.5 Enter one (1), for Emergency Dispersion Report.

4.8.6 During printout, the "RETURN" key may have to be pressed several times in order to continue the printing process.

4.8.7 This will be followed by the Nine Mile Point/JAF Meteorological menu.

4.9 Once the meteorological computer printouts have been obtained, become familiar with their contents and format. Note which digits correctly represent the parameter of interest and which numbers represent column dividers on the printout.

4.10 The printouts provide twenty-four "hour" averages; locate where each hour is represented (standard time) in the first column headed by "TIME AVG."

- 4.11 Choose the hour average on the printout that will be utilized for all data comparisons, preferably an average two to three hours earlier than the time of performing this procedure. Make sure there is sufficient valid data across the chosen row. Enter the date and averaged hour chosen on Attachment 1, noting the computer is on Eastern Standard Time (EST). Use this same hour average for both the TSC and Control Room surveillance.

NOTE: Make sure the same hour average contains valid data in the second half of the printout for the "JAF/Backup Tower Parameters" and "Inland Tower Parameters."

- 4.12 The following steps apply to each recorder inspected (start with recorder D, then G, J and K in the Control Room and then repeat for the Technical Support Center):

4.12.1 To remove the paper cartridge it is necessary to open the plastic recorder window by depressing the lock on the top of the recorder, press the RECORD/STANDBY switch in the upper left-hand corner to STANDBY (STB), and remove the paper cartridge by lifting the paper cartridge upward and outward.

4.12.2 To replace the strip chart paper, it is necessary to remove the paper supply roller (the roller may or may not have a spool of paper) from the paper cartridge by pressing outward on the supply retainer spring and then releasing the roller from the spring. If there is still paper on the supply roller, remove the paper and extract the cardboard tube.

NOTE: A diagram of this entire operation is located on the front of the cartridge assembly.

Lay the used paper tube and supply roller on a nearby surface for future use. Remove the take-up roller from the paper cartridge by slowly pushing outward on the take-up retainer spring and releasing the roller from the spring. Extract the spent paper and its cardboard roll from the take-up reel. Label the date, time, recorder letter and location, and measured parameters on the spent roll. This strip chart data shall be used for the completion of the surveillance and then attached to Attachment 1. Take the used cardboard tube that was on the supply roller and insert it into the take-up roller.

Install the take-up roller (now contains the cardboard tube) into the paper cartridge by slowly pressing the take-up spring retainer outward and inserting the roller into the proper location of the paper cartridge. Pick up the supply roller and insert the new roll of paper onto the roller (Paper Stock #96-170999). Install the supply roller (now contains a new roll of paper) into the paper cartridge by slowly pressing the supply retainer spring outward and inserting the roller in its proper location. Pull some paper from the supply spool and insert it between the paper cartridge spring locking pin bar and the black rubber platen. Insert the paper under the clear plastic paper tear-off window and over the front of the paper cartridge. Pull approximately eight inches of paper through the paper tear-off window. Position the paper between the take-up roller and the base of the cartridge. Attach a small piece of tape to the end of the paper and take-up tube. Remove the slack between the two paper spools by manually turning the take-up roller in the take-up direction.

- 4.12.3 To insert the paper cartridge, it is necessary to position the paper cartridge inward at the top of the recorder and push upward to insert the bottom hinge pin guides onto the recorder hinge pins. Push MENU selector to print status. The unit should be printing the status chart and self-test printouts. Put the STANDBY/RECORD switch in the RECORD position.
- 4.12.4 Initial, date and record the strip chart ID and location on the strip chart roll just removed. Inspect the paper for print quality. Record whether steps 4.11.1 through 4.11.4 have been performed (i.e. strip chart paper replaced).
- 4.12.5 Record whether date and time are being printed properly and the time corresponds to Eastern Standard Time.

NOTE: Recorder speed is set at one inch/hour, and time is documented on the strip chart once every two hours.

- 4.12.6 Inspect the scales utilized on the recorders to see if they are labeled A and B on recorders D, G and J. In the case of Recorder K, there are four scales (A, B, C and D) all of which are not readily visible.
- 4.12.7 Record any abnormal conditions on Attachment 1 under Remarks/Comments. If corrective action must be taken, record the problem and refer to the Maintenance and Calibration Procedures for the TIGRAPH 100 (F-IMP 17.10).
- 4.12.8 Locate the time frame on the strip chart that is being evaluated.

NOTE: It is important to understand the hour average being utilized on the computer printout is the average calculated for the previous 60 minutes and is represented in Eastern Standard Time. For example, the 60 minute average for 10:00 is the average from 9:00 to 10:00 EST.

4.13 The following steps facilitate comparison of Recorder "D" Data with the JAF computer output;

- 4.13.1 Average both wind speed and wind direction on the strip chart on Recorder D for the hour being scrutinized. Record the derived values on Attachment 1.
- 4.13.2 Locate and record the 200 ft. wind speed average for the hour being evaluated on the computer printout. Take care in recording the value (either a 1 or 2 digit number).
- 4.13.3 Locate and record the 200 ft. wind direction average for the hour on the computer printout using the same care.
- 4.13.4 Compare computer with derived values. Wind direction values should agree within $\pm 10.0^\circ$ of arc, and wind speed values should agree within ± 3.0 MPH. If the values do not fall within the acceptable ranges, record a "NO" on Attachment 1 and note deviation.

4.14 The following steps facilitate comparison of Recorder "G" Data with JAF computer output;

4.14.1 Repeat 4.12.1 through 4.12.8, for recorder "G."

4.14.2 Average both wind speed and wind direction on the strip chart on Recorder G for the hour being evaluated. Record the derived values.

4.14.3 Locate and record the 90 ft. wind speed average for the hour chosen on the computer printout.

NOTE: Ensure same 60 minute timeframe data is being compared.

4.14.4 Locate and record 90 ft. wind direction average for the hour chosen on computer printout.

4.14.5 Compare computer printout with recorder derived values. Wind direction values should agree within $\pm 10.0^\circ$ of arc and wind speed values should agree within ± 3.0 MPH. If the values do not fall within the stated ranges record a "NO" on Attachment 1 and note deviation.

4.15 The following steps facilitate comparison of Recorder "J" Data with JAF computer output;

4.15.1 Repeat 4.12.1 through 4.12.8, for Recorder "J."

4.15.2 Note the position of the toggle switch (located between Recorders J and K) for Recorder J. Record either the 30 or 100 ft. switch position on Attachment 1.

4.15.3 Average and record both wind speed and direction on the strip chart on Recorder J. Record derived values on Attachment 1.

4.15.4 Based upon the toggle switch mode locate and record the corresponding wind speed on the computer printout: either the 30 ft. wind speed or the 100 ft. wind speed for the 60 minute average utilized for data comparison.

4.15.5 Based upon toggle switch position, locate and record corresponding wind direction values (either the 30 ft. value or the 100 ft. value.

- 4.15.6 Compare computer printout with recorder derived values. Wind direction values should agree within $\pm 10.0^\circ$ of arc and wind speed values should agree within ± 3.0 MPH. If the values do not fall within the aforementioned ranges record a "NO" on Attachment 1 and note deviation.
- 4.16 The following steps facilitate comparison of Recorder "K" Data with JAF computer output;
- 4.16.1 Repeat 4.12.1 through 4.12.8, for Recorder "K."
- 4.16.2 Record the switch position and the respective measured parameter on Attachment 1.
- 4.16.3 Carefully inspect the strip chart for Recorder K. Note the various scales; all four scales will not be visible (unless the paper has been extracted for paper replacement). The Channel A scale represents the temperature scale, B represents the scale for the 30-100 ft. temperature difference, C represents the scale for the 30-200 ft. temperature difference, and D represents the scale for sigma theta (wind variation).
- NOTE:** The traces for each channel are labeled. Channels B and C scales are equivalent. Read the values directly.
- 4.16.4 When deriving and averaging each parameter, it may be difficult to compare the trace to the appropriate scale, under these conditions it is advised the paper cartridge from Recorder K be removed, followed by an inspection of the scales marked at an earlier time. To perform this, turn the RECORD/STANDBY switch in the upper left-hand corner of the recorder to STANDBY (STB). This prevents printhead damage. Remove the paper cartridge. Reverse the takeup roll so paper can be drawn out for inspection.
- 4.16.5 Locate all four scales (A-D) and carefully average each parameter for the hour chosen for evaluation. Record the temperature (Channel A), the 30-100 ft. temperature difference (Channel B), 30-200 ft. temperature difference (Channel C), and sigma theta for the appropriate switch position (Channel D) on Attachment 1.

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- 4.16.6 Record the temperature, the temperature difference between 30 and 100 ft. and the temperature difference between 30 and 200 ft. on the printout for the hour chosen. When recording temperature difference, record to the nearest tenth.
- 4.16.7 Note switch position for Recorder K (A, B, C or D). This switch determines which sigma theta (or wind direction variation) is being measured: "A" denotes the 200 ft. wind direction variation, "B" denotes the 100 ft. wind direction variation, "C" denotes the 30 ft. wind variation and "D" represents the JAF backup wind direction variation at 90 ft.
- 4.16.8 Based upon the switch mode, locate the appropriate wind direction variation from the computer printout for the 60 minute average being utilized for the data comparison. Record the value to the nearest tenth.
- 4.16.9 Compare computer printerout with recorder derived values; temperature values should agree within $\pm 2.0^{\circ}\text{F}$. Both temperature difference values should agree with their respective computer values within $\pm 1.0^{\circ}\text{F}$. Sigma theta (or wind direction variation) values should agree within $\pm 2^{\circ}$ of arc. If any of the values do not agree, record a "NO" on Attachment 1 and note deviation.
- 4.17 Repeat 4.12 through 4.16 for the recorders in the Technical Support Center.

4.18 The following steps facilitate comparison of the MDAS PC data with the JAF Computer printout;

4.18.1 Record the following meteorological parameters from the MDAS PC (Plant Parameter Meteorological Data) in attachment 1:

- A. 200 ft. Wind Speed
- B. 200 ft. Wind Direction
- C. 200 ft. Sigma Theta
- D. 30 ft. Wind Speed
- E. 30 ft. Wind Direction
- F. 30 ft. Sigma Theta
- G. 30 ft. Absolute Temperature

4.18.2 Compare computer printout with MDAS PC values. Wind speed values should agree within ± 3 mph, wind direction values should agree within $\pm 10^\circ$ of arc, sigma theta values should agree within $\pm 2^\circ$ of arc and temperature should agree within $\pm 2^\circ\text{F}$. If any values do not agree, record a "NO" on attachment 1 and note deviation.

4.19 Attachment 1 shall be completed for the Control Room recorders, MDAS PC and Technical Support Center recorders and submitted for review and signature to the Emergency Planning Coordinator or designee.

4.20 Obtain an Emergency Meteorological Report using EDAMS (see EAP-42, Obtaining Meteorological Data*).

4.20.1 Ensure time and date are correct (time should be within 15 minutes of real time).

4.20.2 Obtain a printout of the "Last 15 Minute Emergency Meteorological Report Data" and attach it to the surveillance.

5.0 ATTACHMENTS

1. METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE

METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE

Page 1 of 3

Location: Technical Support Center / Control Room (circle one)

(Step 4.11) Date and hour chosen for comparison EST (am/pm)RECORDER D

(Step 4.12.4) Strip Chart Paper Replaced YES / NO (circle one)

(Step 4.12.5) Date and Time Proper YES / NO (circle one)

(Step 4.13.2) 200 ft. Wind Speed _____

(Step 4.13.3) 200 ft. Wind Direction _____

(Step 4.13.1) Recorder D Wind Speed _____

(Step 4.13.1) Recorder D Wind Direction _____

(Step 4.13.4) Agreement Wind Speed YES / NO (circle one)

(Step 4.13.4) Agreement Wind Direction YES / NO (circle one)

Recorder Returned to Normal YES / NO (circle one)

Remarks/Comments

RECORDER G

(Step 4.11.4) Strip Chart Paper Replaced YES / NO (circle one)

(Step 4.11.5) Date and Time Proper YES / NO (circle one)

(Step 4.14.3) 90 ft. Wind Speed _____

(Step 4.14.4) 90 ft. Wind Direction _____

(Step 4.14.2) Recorder G Wind Speed _____

(Step 4.14.2) Recorder G Wind Direction _____

(Step 4.14.5) Agreement Wind Speed YES / NO (circle one)

(Step 4.14.5) Agreement Wind Direction YES / NO (circle one)

Recorder Returned to Normal YES / NO (circle one)

Remarks/Comments

RECORDER J

(Step 4.11.4) Strip Chart Paper Replaced YES / NO (circle one)

(Step 4.11.5) Date and Time Proper YES / NO (circle one)

(Step 4.15.2) Toggle Position _____ ft.

(Step 4.15.4) Wind Speed at _____ ft. _____

(Step 4.15.5) Wind Direction at _____ ft. _____

(Step 4.15.3) Recorder J Wind Speed _____

(Step 4.15.3) Recorder J Wind Direction _____

(Step 4.15.6) Agreement Wind Speed YES / NO (circle one)

(Step 4.15.6) Agreement Wind Direction YES / NO (circle one)

Recorder Returned to Normal YES / NO (circle one)

Remarks/Comments

RECORDER K

(Step 4.11.4) Strip Chart Paper Replaced YES / NO (circle one)

(Step 4.11.5) Date and Time Proper YES / NO (circle one)

(Step 4.16.6) Temperature _____ (Step 4.16.5) Recorder K Temperature _____

(Step 4.16.6) Temp. Diff. _____ (Step 4.16.5) Recorder K 30-100 ft. Temp. Diff. _____

(Step 4.16.6) Temp. Diff. _____ (Step 4.16.5) Recorder K 30-200 ft. Temp. Diff. _____

(Step 4.16.2) Switch Position _____ (Step 4.16.7) Elev. _____

(Step 4.16.8) Sigma Theta _____ (Step 4.16.7) Recorder K Sigma Theta _____

(Step 4.16.9) Agreement Temp. YES/NO (Step 4.16.9) Agreement 30-200 ft. Temp. Diff. YES/NO

(Step 4.16.9) Agreement 30-100 ft. Temp. Diff. Y/N (Step 4.16.9) Agreement Wind Var. Y/N

Recorder Returned to Normal YES / NO (circle one)

Remarks/Comments

MDAS PC

200 ft. Wind Speed	_____
200 ft. Wind Direction	_____
200 ft. Sigma Theata	_____
30 ft. Wind Speed	_____
30 ft. Wind Direction	_____
30 ft. Sigma Theata	_____
30 ft. Absolute Temperature	_____
Agreement 200 ft. Wind Speed	YES/NO (circle on)
Agreement 200 ft. Wind Direction	YES/NO (circle on)
Agreement 200 ft. Sigma Theata	YES/NO (circle on)
Agreement 30 ft. Wind Speed	YES/NO (circle on)
Agreement 30 ft. Wind Direction	YES/NO (circle on)
Agreement 30 ft. Sigma Theata	YES/NO (circle on)

Remarks/Comments

Date: _____ Completed by: _____

Date: _____ Reviewed by: _____