

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

DATE: February 7, 2002
CONTROLLED COPY NUMBER: 33

TO: U.S.N.R.C. (I & E) Region I

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
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VOLUME 2 Update List Dated February 7, 2002

DOCUMENT	PAGES	REV. #	INITIALS/DATE
EAP-10	REPLACE ALL	15	
EAP-11	REPLACE ALL	17	
EAP-16.2	NEW PROCEDURE – TAB ATTACHED	0	

VOLUME 3 Update List Dated February 7, 2002

DOCUMENT	PAGES	REV. #	INITIALS/DATE
EAP-32	REPLACE ALL	8	

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EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 2

UPDATE LIST

CONTROLLED COPY # 33

Date of Issue: February 7, 2002

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. 15	02/02	Informational
EAP-11	SITE EVACUATION	REV. 17	02/02	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: February 7, 2002

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	02/02	Informational
EAP-17	EMERGENCY ORGANIZATION STAFFING	REV. 98	01/02	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

PROTECTED AREA EVACUATION*
EAP-10
REVISION 15

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY:

M. Amato

RESPONSIBLE PROCEDURE OWNER

DATE: 1/30/02

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FIRST ISSUE ☐

FULL REVISION ☐

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PERIODIC REVIEW DUE DATE:

February 2003

REVISION SUMMARY SHEET

REV. NO.

- 15
 - Added section 4.4.
 - Updated correct corresponding attachment numbers throughout.
 - In section 4.7.9 added the words or training building.
- 14
 - Added "Emergency" to NOTE and changed Attachment "6" to "9" on page 5.
 - Add the words "actual and confirmed" to Section 3.1.2 and 3.1.3 initiating events to eliminate confusion over initiating conditions.
- 13
 - Reformat per AP-02.01, Rev. 5.
 - Section 2.2: Add EAP-17, Emergency Organization Staffing, as a developmental reference.
 - Changed level of use to "informational" in accordance with AP-02.04.

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1.0 PURPOSE

This procedure provides instructions for the orderly evacuation of personnel from the protected area to designated Primary Assembly Areas.

2.0 REFERENCES**2.1 Performance References**

None

2.2 Developmental References

2.2.1 EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY

2.2.2 EAP-8, PERSONNEL ACCOUNTABILITY

2.2.3 EAP-11, SITE EVACUATION

2.2.4 EAP-17, EMERGENCY ORGANIZATION STAFFING

3.0 INITIATING EVENTS

3.1 A protected area evacuation shall be implemented by the Emergency Director upon occurrence of one or more of the following, unless a Site Evacuation has been implemented in accordance with EAP-11, SITE EVACUATION:

3.1.1 Declaration of a Site Area Emergency or General Emergency

3.1.2 Unanticipated actual and confirmed multiple area radiation monitor alarms indicating a non-localized problem

3.1.3 Unanticipated actual and confirmed ventilation monitor alarms

3.1.4 Results of EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY, showing high radiation

3.1.5 Non-localized high airborne activity as indicated by process computer alarms

3.1.6 Fire compromising the functions of safety systems

3.2 A protected area evacuation may be implemented at the discretion of the Emergency Director. This decision may be based upon the following, or other unusual occurrences affecting a widespread area:

- 3.2.1 Uncontrolled steam leak
- 3.2.2 Toxic gases
- 3.2.3 Flammable gases
- 3.2.4 Explosion
- 3.2.5 Ongoing Security compromise

3.3 An evacuation of the protected area shall occur on the basis of plant conditions and the potential for personnel hazard exposure in excess of that which would normally be expected or personnel contamination including inhalation of radioactive material.

4.0 PROCEDURE

- 4.1 Emergency Director shall determine whether a protected area evacuation shall be implemented.
- 4.2 Upon making the determination that an evacuation of the protected area is necessary, the Emergency Director shall instruct the control room operator to sound the evacuation alarm and make the following announcement (twice):

ATTENTION ATTENTION: ALL PERSONNEL. A HIGH RADIATION LEVEL (or other hazard) EXISTS IN THE _____ (specify location) _____. ALL NON-ESSENTIAL PERSONNEL EVACUATE THE PROTECTED AREA AND PROCEED TO THE TRAINING BUILDING AUDITORIUM (OR OTHER AREA SPECIFIED BY THE EMERGENCY DIRECTOR). ALL ESSENTIAL PERSONNEL INSIDE THE PROTECTED AREA FENCE, PROCEED TO YOUR DESIGNATED PRIMARY ASSEMBLY AREA. PERSONNEL OUTSIDE THE PROTECTED AREA FENCE, PROCEED TO THE TRAINING BUILDING AUDITORIUM (OR OTHER AREA SPECIFIED BY THE EMERGENCY DIRECTOR).

-
- 4.3 The TSC Emergency Security Coordinator shall assign Security guards at the JAF and Training Building access driveways to assure that personnel do not leave the site until directed to do so. The Coordinator should provide copies of EAP-17 Attachment 5 indicating which personnel may leave to activate the EOF and/or JNC. Personnel verification may also be accomplished by radio communications with Security guards.
- 4.4 The TSC Emergency Security Coordinator shall direct security guards to "sweep" areas outside the protected area fence, directing any non-essential personnel to the Training Building. Particular attention should be made to the Safety Shoe building, Wellness Center and JAF Security firing range.
- 4.5 If personnel cannot move safely to the designated primary assembly areas, the Emergency Director shall establish alternate assembly areas and direct personnel to those areas for accountability using the plant PA system.
- 4.6 The Emergency Director, or designee, shall instruct (if necessary) Security to unlock the designated or alternate assembly areas.
- 4.7 Evacuation Instructions
- 4.7.1 When directed by the Emergency Director or designee, personnel and visitors (escorts shall accompany their visitors to their appropriate assembly point) in the protected area shall assemble at the following primary assembly areas: (Bypass the high radiation area designated in the announcement if possible.)
- A. On-shift and relief shift operators, Shift Supervisors, Shift Technical Advisors and Reactor Analysts shall assemble in the Control Room.
- B. Technical Support Center emergency staff members report to the Technical Support Center (TSC). The Emergency Director or designee shall verify that the TSC is appropriately staffed.

- C. RES Technicians, Maintenance, I&C, QC and Warehouse and Support personnel with OSC emergency assignments shall assemble in the OSC. (The OSC Manager may direct some personnel to the locker room to avoid congestion.)
- D. Security personnel shall remain on post and/or in Main Security.
- E. Personnel with emergency assignments who are in the Training Building when assembly is called for shall proceed to the Training Building auditorium and remain in the Training Building auditorium unless their presence is required in one of the emergency response facilities. An Accountability Coordinator is assigned to the auditorium for maintaining sign-in sheets.
- F. Personnel assigned to the EOF and JNC report to the Training Building auditorium, unless those facilities have been activated.
- G. All non-essential personnel in the protected area and outlying areas shall assemble in the Training Building auditorium.

NOTE: If an abnormal release of radioactivity is in progress or imminent, the Radiological Support Coordinator shall dispatch a RES technician to the Training Building (or other area designated by the Emergency Director) to perform habitability surveys (i.e., dose rates and air samples).

If the results of the radiation surveys at the designated assembly area(s) indicate radiation levels in excess of 10 mrem/hr, or gross airborne radioactivity (less noble gases) in excess of $1\text{E-}9$ $\mu\text{Ci/cc}$, or if continued occupancy is expected to exceed 4 DAC-hours for isotopic mix less noble gases; relocate to another assembly area

- 4.7.2 Once at the primary assembly area, no one is to leave without instructions from the Emergency Director or his representative.

-
- 4.7.3 All doors and windows shall be closed.
 - 4.7.4 Personnel will use the normal exit routes and procedures from the plant unless such a route will take them through the announced high radiation or high airborne contamination or other hazardous area. In such an event, they will use emergency exits to the outside and walk around the outside of the plant.
 - 4.7.5 As time permits, personnel should follow the normal undressing and exit procedures when in protective clothing. If an employee is found to be contaminated, a clean set of protective clothing should be put on and the employee should then contact the radiation protection office or OSC for decontamination assistance.
 - 4.7.6 Immediately upon exiting the plant, via emergency exits, personnel shall report to the old administration building foyer (elevation 272'), call the Technical Support Center (ext. 6707), explain the circumstances and request an RES technician be dispatched to check for contamination. During "off" hours, personnel should contact RES personnel for assistance (ext. 6733) then report to the designated assembly area after being released by RES personnel.
 - 4.7.7 If personnel are found to be contaminated 100 cpm above background, the Emergency Director or designee shall determine the appropriate actions to be taken to minimize the spread of contamination.

- 4.7.8 If a radiological hazard exists, the Emergency Director or the Radiological Support Coordinator shall direct as necessary Radiological and Environmental Service (RES) technicians to:
- A. Report to the exits of the radiologically controlled area to assist in monitoring personnel exiting the radiologically controlled area.
 - B. Report to the old administration building foyer with a frisker in order to monitor personnel who may be entering or leaving the building.
 - C. Survey the assembly areas.
 - D. Perform radiological surveys in the affected areas to identify the extent, nature, and if possible, the source of the problem.
- 4.7.9 The Emergency Director shall notify the main security building of key personnel that are to be permitted onsite and shall also advise the level of protective equipment to be used.

Key operating personnel entering the Protected Area via the Security Building during an emergency may proceed to the old administration building after donning protective clothing and/or respiratory protection as necessary. Key people may be considered to be operations personnel, radiation protection personnel, I&C personnel, management personnel, maintenance personnel and other personnel normally involved in day-to-day operation of the plant. Vendors, visitors, clerical help, etc. shall remain at the main security building or training building. Personnel advancing to the old administration building during an emergency in protective clothing shall wait in the main foyer of the old administration building until they are monitored for contamination before proceeding to the main areas of the plant.

- 4.8 The Emergency Director shall initiate personnel accountability in accordance with procedure EAP-8, PERSONNEL ACCOUNTABILITY. (Allow enough time for personnel to reach their assembly areas following a Protected Area Evacuation prior to initiating accountability.)
- 4.9 On the basis of the results of EAP-6, IN-PLANT EMERGENCY SURVEY/ENTRY, performed in the affected area, the Emergency Director, Radiological Support Coordinator or designee, shall allow personnel to return to their normal work stations, effect an orderly early dismissal or implement a Site Evacuation as described in EAP-11, SITE EVACUATION.
- 4.10 If personnel are to be allowed to return to their normal work stations (with the exception of those areas still affected, if applicable), the Emergency Director shall direct the control room operator to sound the station alarm and make the following announcement (twice):

ATTENTION, ATTENTION ALL PERSONNEL. ACCESS TO THE FOLLOWING AREAS (specify areas), IS RESTRICTED. ALL PERSONNEL STAY CLEAR OF THESE AREA(S). ALL PERSONNEL MAY RETURN TO THEIR NORMAL WORK LOCATIONS NOT IN THESE AREAS AND RESUME THEIR WORK.

5.0 ATTACHMENTS

NONE

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

SITE EVACUATION*
EAP-11
REVISION 17

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY:

M. Ambler
RESPONSIBLE PROCEDURE OWNER

DATE: 1-30-02

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FIRST ISSUE ☐

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PERIODIC REVIEW DUE DATE: FEBRUARY 2007

REVISION SUMMARY SHEET

REV. NO.

- 17
 - Updated name change: Niagara Mohawk to Nine Mile Point.
 - Added section 4.1.3. and 4.2.4
 - Changed RES to RP in section 4.2.2.
- 16
 - Section 4.0 - added section to NOTE due to implementation of hand geometry.
 - Adjusted cover sheet to reflect company change.
- 15
 - Reformat per AP-02.01, Rev. 5.
 - Section 4.2.5 (announcement): text added to clarify that dosimetry should be taken to remote assembly area.
 - Changed level of use to "informational" in accordance with AP-02.04.

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1.0 PURPOSE

This procedure provides instructions for the orderly evacuation of personnel from the site to a remote assembly area, or home.

2.0 REFERENCES

2.1 Performance References

None

2.2 Developmental References

2.2.1 EAP-4, DOSE ASSESSMENT CALCULATIONS*

2.2.2 EAP-8, PERSONNEL ACCOUNTABILITY*

2.2.3 EAP-9, SEARCH AND RESCUE OPERATIONS*

2.2.4 RADIATION PROTECTION PROCEDURES AND PROGRAMS*

2.2.5 Definitions

A. Site Evacuation - Evacuation of all personnel without emergency assignments and/or those with emergency assignments who have been released by the Emergency Director. Personnel shall proceed out of the protected area to their home or to the designated remote assembly area.

B. Remote Assembly Area - Specific location outside of the exclusion area for the assembly of personnel in the event of a Site Evacuation. The primary remote assembly area is the Niagara Mohawk Service Center on Howard Road, Fulton, NY.

3.0 INITIATING EVENTS

3.1 A site evacuation shall be implemented upon declaration of a General Emergency unless conditions exist that would prevent evacuation, as determined by the Emergency Director;

3.2 It is the determination of the Emergency Director that this procedure be implemented.

- 3.3 A site evacuation shall be considered upon declaration of a Site Area Emergency.

4.0 PROCEDURE

NOTE: In the event of a site evacuation and you have been instructed to turn in your security badge, place the badge in the badge rack or deposit it in the exit window as you leave the site."

The Emergency Director should notify Oswego County, Nine Mile, the Training Building and the Energy Information Center of the site evacuation and evacuation routes selected, if necessary.

If inclement weather prevents evacuation, individuals should be directed to areas of lowest exposure.

4.1 Site Evacuation - No Offsite Release in Progress or Imminent:

- 4.1.1 If the Emergency Director determines that the site should be evacuated and no radiological hazards exist outside the plant based on EAP-4, DOSE ASSESSMENT CALCULATIONS*, the following steps should be followed:

NOTE: The Emergency Director should notify Oswego County, Nine Mile, the Training Building and the Energy Information Center of the site evacuation and evacuation routes selected, if necessary.

- 4.1.2 The Emergency Director shall notify the security force that personnel are going to be evacuated from the site and that they should stand by to implement EAP-8, PERSONNEL ACCOUNTABILITY* (if EAP-8 has not been previously implemented)
- 4.1.3 The Emergency Director shall instruct the security force to "sweep" areas outside the protected area fence, directing any non-essential personnel to the appropriate evacuation route. Particular attention should be made to the Safety Shoe building, Wellness Center and JAF Security firing range.

- 4.1.4 The Emergency Director shall direct the control room operator to sound the evacuation alarm and make the following announcement (twice)

ATTENTION ATTENTION. ALL PERSONNEL WITHOUT EMERGENCY ASSIGNMENTS SHALL EVACUATE THE SITE PROMPTLY AND ORDERLY. PROCEED TO THE (Security Building, or other exit point as directed) TURN IN YOUR SECURITY BADGE AND DOSIMETRY, PROCEED HOME.

- 4.1.5 After all designated personnel have exited the site, the E.D. shall direct the TSC Emergency Security Coordinator to initiate accountability per procedure EAP-8 if not already done and report the results.
- 4.1.6 The Emergency Director, when notified by the TSC Emergency Security Coordinator, shall if necessary proceed with EAP-9, SEARCH AND RESCUE OPERATIONS*, to find any person(s) not accounted for.
- 4.2 **Site Evacuation - Offsite Radiological Release In Progress or Imminent:**
- NOTE:** Site evacuation routes shall be chosen to lead personnel away from the path of the plume.
- 4.2.1 If the Emergency Director determines that the site should be evacuated and radiological hazards exist outside the plant, the following steps should be followed.
- 4.2.2 The Emergency Director should notify Nine Mile Unit 1 Control Room of the need to make the Howard Road facility available for arriving personnel (i.e. Nine Mile security to unlock doors, etc.). In addition, RP technicians shall be dispatched for personnel monitoring.
- 4.2.3 The Emergency Director shall notify the security force that personnel are going to be evacuated from the site and directed to the remote assembly area (Howard Road, Niagara Mohawk Service Center) using one of the following routes:

- A. If wind direction is from 270° through 360° then personnel shall be directed to Howard Road using the "westerly" route (see Attachment 1).
- B. If wind direction is from 0° through 90° then personnel shall be directed to Howard Road using the "easterly" route (see Attachment 2).
- C. If wind direction is from 90° through 270° then personnel shall be directed to Howard Road using both "easterly" and "westerly" routes to ease traffic congestion.

4.2.4 The Emergency Director shall instruct the security force to "sweep" areas outside the protected area fence, directing any non-essential personnel to the appropriate evacuation route. Particular attention should be made to the Safety Shoe building, Wellness Center and JAF Security firing range.

4.2.5 The Emergency Director shall instruct security to make available copies of the selected evacuation route and dispatch guards at the plant access roads to direct traffic appropriately.

4.2.6 The Emergency Director shall direct the control room operator to sound the evacuation alarm and make the following announcement (twice):

ATTENTION ATTENTION. ALL PERSONNEL WITHOUT EMERGENCY ASSIGNMENTS SHALL EVACUATE THE SITE PROMPTLY AND ORDERLY. PROCEED TO THE (Security Building or other exit point as directed), TURN IN YOUR SECURITY BADGE ONLY, PROCEED TO THE REMOTE ASSEMBLY AREA WITH YOUR DOSIMETRY USING THE MAP OBTAINED UPON EXITING SECURITY.

4.2.7 If the remote assembly area is to be utilized and it is anticipated that radiological monitoring and decontamination will be necessary, the Emergency Director shall direct the Radiological Support Coordinator to dispatch RES technicians with the appropriate equipment and supplies to the designated remote assembly area. Dosimetry should be collected by the technicians.

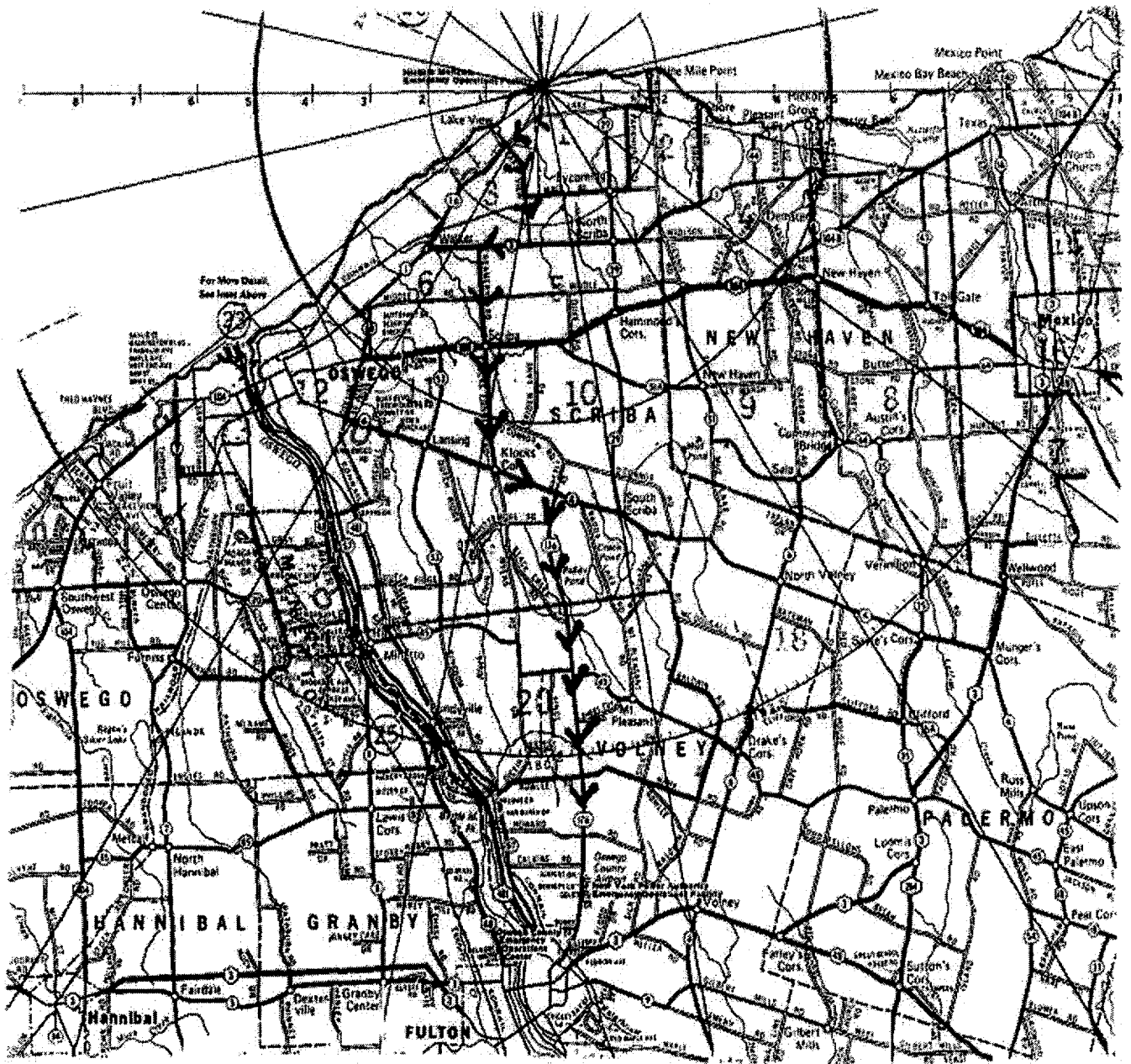
- 4.2.8 After all designated personnel have exited the site, the E.D. shall direct the TSC Emergency Security Coordinator to initiate accountability per procedure EAP-8 if not already done and report the results.
- 4.2.9 The Emergency Director, when notified by the TSC Security Coordinator, shall if necessary proceed with EAP-9, SEARCH AND RESCUE OPERATIONS*, to find any person(s) not accounted for.

5.0 ATTACHMENTS

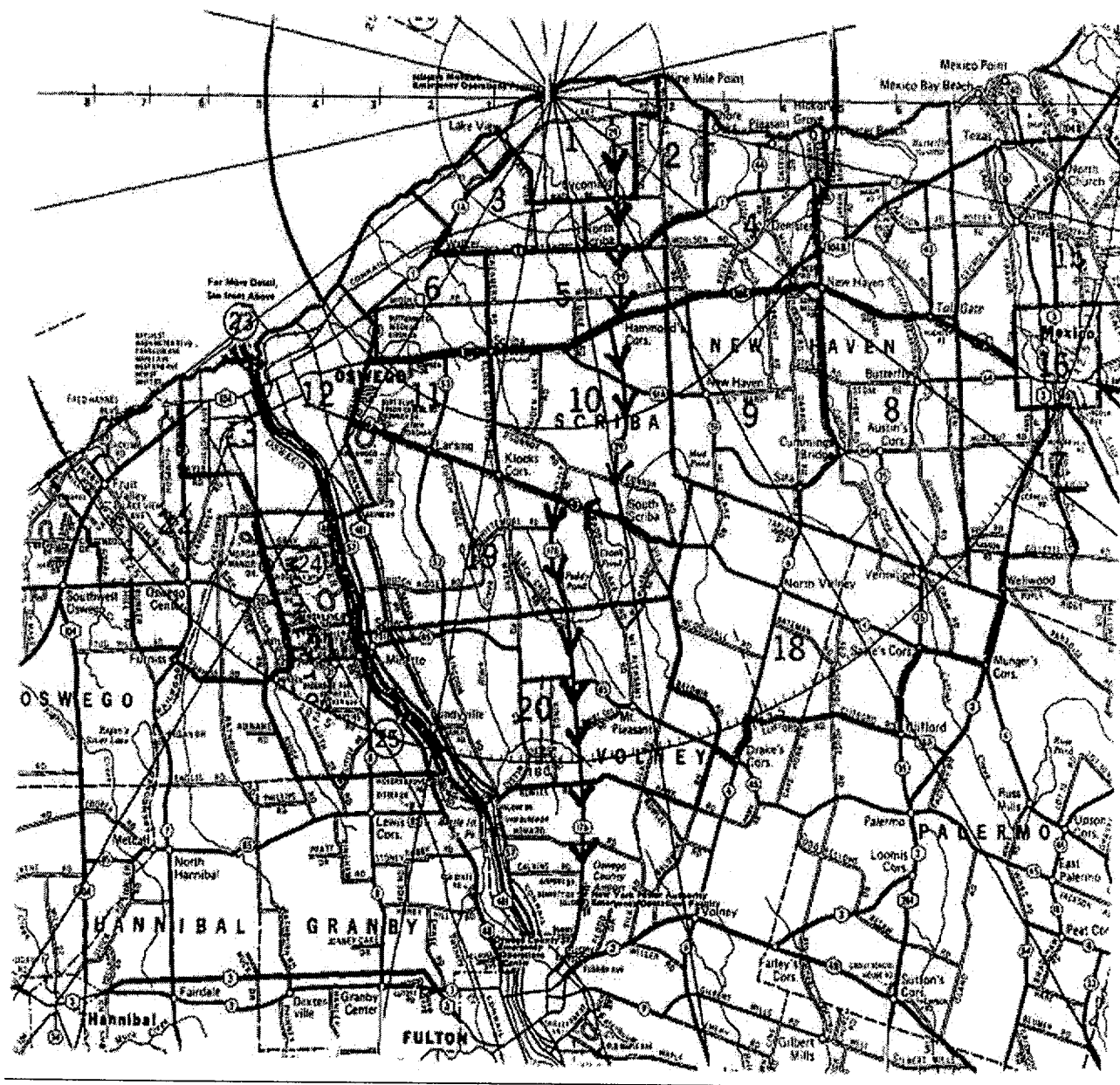
1. WESTERLY EVACUATION ROUTE
2. EASTERLY EVACUATION ROUTE

ATTACHMENT 1

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WESTERLY EVACUATION ROUTE

EASTERLY EVACUATION ROUTE



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

JOINT NEWS CENTER OPERATION
EAP-16.2
REVISION 0

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M. Antelis
RESPONSIBLE PROCEDURE OWNER

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PERIODIC REVIEW DUE DATE: FEBRUARY 2007

REVISION SUMMARY SHEET

REV. NO.

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- New Procedure

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1.0 PURPOSE

The purpose of this procedure is to provide guidance to assigned staff to assure the timely and orderly flow of information about emergencies at the James A. FitzPatrick Nuclear Power Plant to appropriate officials, the news media, and the public.

NOTE: The Joint News Center Director/Spokesperson or JAFNPP Emergency Director may, at their own discretion, direct the use of other procedures or forms and/or may deviate from this procedure as necessary to ensure fulfillment of the mission of the JNC.

2.0 REFERENCES

2.1 Performance References

None

2.2 Developmental References

2.2.1 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS

2.2.2 NUREG-0654, Rev 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants

3.0 INITIATING EVENTS

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

3.2 The Shift Manager/Emergency Director has instructed the Joint News Center be activated or operational.

4.0 RESPONSIBILITIES

4.1 Joint News Center Director

4.1.1 Maintains overall command and control of Joint News Center operations, including media response and rumor control functions. Performs actions in accordance with applicable procedures.

4.1.2 The responsibilities of the JNC director include:

A. Supervising the preparation of news releases and briefing summaries and distribution to the news media and to public officials.

4.1.3 Maintain communications between the JNC and other emergency facilities and assuring the appropriate flow of information.

4.1.4 Coordinating information sharing with federal, state, and county representatives at the JNC, including preparation and distribution of plant status posters.

4.1.5 Designates an assistant JNC Director as required.

4.2 JNC Spokesperson

4.2.1 Prepares briefing notes and support material such as diagrams prior to news briefings.

4.2.2 Presides at news briefing and conducts routine interviews.

4.2.3 Approves briefings summaries for distribution.

4.3 Emergency Preparedness Coordinator

4.3.1 Ensures the JNC facilities, procedures and staff are maintained in accordance with the JAF Emergency Plan.

4.4 Communications Staff

4.4.1 Assist to ensure the JNC facilities, procedures and staff are maintained in accordance with the JAF Emergency Plan.

4.4.2 Assist in responsibility for all notifications to the news media in the event of a declared emergency.

4.4.3 May be assigned to act as the JNC Director/Spokesperson.

4.5 JNC Administrative Manager

Directs all clerical/administrative/security support activities and functions at the Joint News Center (JNC) to include:

- 4.5.1 Opening/activating the JNC building when notified.
- 4.5.2 Verifying and reporting JNC operational readiness to the JNC Director/Spokesperson.
- 4.5.3 Supervising all support activities and functions at the JNC.

4.6 JNC Technical Briefer

Supports the JNC Director/Spokesperson by providing detailed technical and radiological information at pre-briefings and at media briefings to include:

- 4.6.1 Providing technically accurate information on the incident and plant operations for use by personnel during media briefings.
- 4.6.2 Participating in preparations for news briefings.
- 4.6.3 Review of briefing notes and summaries for technical accuracy.
- 4.6.4 Assisting JNC Director/Spokesperson during media briefings.
- 4.6.5 Assisting JNC Spokesperson during media briefings.

4.7 Technical Advisor/Assistant

The Technical Advisor/Assistant supports the technical briefer in gathering and confirming technical accuracy of information.

- 4.7.1 The responsibilities of the technical consultants include:

- A. Maintaining contact with the EOF and other emergency facilities.
- B. Gathering information from communications liaisons and technical support at emergency facilities.
- C. Assuring technical accuracy of information presented to the news media.
- D. Assisting in preparation of briefing outlines and summaries to insure completeness and technical accuracy.
- E. Maintaining a chronological log of significant events for posting in the utility workroom.

4.8 EOF RAD Support Coordinator

Supports the JNC Director/Spokesperson by providing detailed information at pre-briefings to include:

- 4.8.1 Providing technically accurate information associated with the radiological aspects of the incident and plant operations for use by personnel during media briefings.
- 4.8.2 Reviewing of briefing notes and summaries for accuracy associated with the radiological aspects of the incident.

4.9 JNC Communications/Writer

Prepares briefing summaries based on information presented at news briefings. Writer may also prepare news releases prior to JNC opening as directed by the JNC Director/Spokesperson.

4.10 JNC Inquiry Response/Rumor Control Staff

Coordinates the efforts of rumor control, media inquiry and media monitoring to ensure rumors are addressed and questions from both the media and general public are accurately answered. Identifies and notifies JNC Director/Spokesperson of trends in inquiries.

4.11 JNC/TSC/EOF Public Information Technical Assistant

Assist with the collection, interpretation, and dissemination of plant technical information.

4.12 JNC Clerical

Provide clerical support as directed by the Administrative Manager for activation and operation of the JNC.

4.13 JNC Video/Photo Services

Coordinates the operation and use of the photo and video services in the JNC.

4.14 JNC Public Information Liaison

Coordinates the efforts of public information at the plant or other Emergency Response Facilities.

5.0 **PROCEDURE**

5.1 **Initial Actions** (prior to JNC activation)

5.1.1 JAF Communications Staff or designees will be notified of a declared emergency by normal ERO notification methods (pager, automated telephone call) or by a call via other company methods.

5.1.2 The Communications Staff or designee should perform the following:

A. Develop a press release appropriate to the event.

B. Obtain approval (verbal OR written) of the press release contents from the Shift Manager/Emergency Director (SM/ED). When the TSC or/and EOF is operational, then obtain approval of all press releases from the ED located therein.

C. Relay the press release to the media.

D. If appropriate, inform Communications on-call representative that they will be responsible for all news media inquiries until the JNC is declared operational.

- E. Inform Entergy Information Representatives of the emergency and request them to direct all media inquiries to Communications Representative (315-349-6681).
- F. Periodically obtain updated information from the SM/ED and develop press releases as indicated above.
- G. If the event is terminated, then perform appropriate notifications.
- H. If appropriate, provide information to local and state officials.

5.2 JNC Activation

- 5.2.1 The JNC shall be activated upon declaration of an Alert emergency classification or higher, or any event the SM/ED expects to attract significant media attention.
- 5.2.2 If the JNC is being activated for causes other than a declared emergency, the JNC Director/Spokesperson should ensure the SM is notified.
- 5.2.3 The JNC Director/Spokesperson should travel to and ensure that the JNC commences activation in accordance with Attachment 1.
- 5.2.4 The JNC Director/Spokesperson should verify the JNC (or at other ERFs) is staffed with the following positions:
 - REQUIRED (JNC Director/Spokesperson or ED may alter requirement)
 - JNC Director/Spokesperson
 - Inquiry Response/Rumor Control Staff
 - Technical Briefer
 - JNC Administrative Manager
 - DESIGNATED
 - Assistant Director
 - Inquiry Response/Rumor Control Coordinator
 - State & County Liaisons

ADDITIONAL STAFF

- Clerical staff
- Communications/Writers
- Public Information Technical Assistants
- Public Information Liaisons
- Video/Photo Services
- Security

5.3 JNC Operation

- 5.3.1 All staff should ensure JNC is operational in accordance with Attachment 1.
- 5.3.2 JNC Director/Spokesperson should ensure briefing notes are developed in accordance with Attachment 2, "Briefing Notes Overview". See Attachment 2, Page 2, Sample Briefing Notes.
- 5.3.3 JNC Director/Spokesperson should ensure briefing summaries are developed in accordance with Attachment 3, "Briefing Summary Checklist". See Figures 1 through 3 for sample briefing summaries.
- 5.3.4 The JNC Technical Briefer should perform actions in accordance with Attachment 6, JNC Technical Briefer Checklist.
- 5.3.5 The EOF RAD Support Coordinator should perform actions in accordance with Attachment 7, EOF RAD Support Coordinator Checklist, when requested.
- 5.3.6 The JNC Director/Spokesperson shall:
 - A. Assign an inquiry response/rumor control person to perform the duties of the Inquiry Response/Rumor Control Coordinator. Direct that person to perform actions in accordance with Attachment 8, JNC Rumor Control Coordinator Checklist.
 - B. Assign a person to act as the JNC Assistant Director, (if required).
 - C. Assign a person to act as the JNC State and County Liaison (if required).

- 5.3.7 Rumor Control Staff shall complete actions in Attachment 8 and Attachment 10.
- 5.3.8 Media Response Staff shall complete actions in Attachment 9.
- 5.3.9 JNC Administrative Manager shall complete actions in Attachment 1.
- 5.3.10 JNC staff assigned to Media Monitoring shall complete actions in Attachment 11.

6.0 RECORDS RETENTION

- 6.1 The records generated by this procedure shall be maintained for the Permanent Plant File, that includes all completed attachments.

NOTE: This section only applies if records are generated during an actual emergency.

7.0 ATTACHMENTS

1. JNC ACTIVATION AND ADMINISTRATIVE MANAGER CHECKLIST
2. JNC BRIEFING NOTES OVERVIEW
3. JNC BRIEFING SUMMARY CHECKLIST
4. JNC INFORMATION FLOWCHART
5. JNC REGISTRATION CHECKLIST
6. JNC TECHNICAL BRIEFER CHECKLIST
7. EOF RAD SUPPORT COORDINATOR CHECKLIST
8. JNC RUMOR CONTROL COORDINATOR CHECKLIST
9. JNC MEDIA RESPONSE CHECKLIST
10. JNC RUMOR CONTROL ACTIVATION CHECKLIST
11. JNC MEDIA MONITORING ACTIVATION CHECKLIST
12. JNC RUMOR CONTROL/MEDIA RESPONSE INQUIRY AND OFF AIR
MONITOR FORM
13. JNC AUDIO VISUAL (CONTROL BOOTH) CHECKLIST
14. JNC SHUTDOWN CHECKLIST
15. JNC SECURITY OFFICER CHECKLIST
16. JNC WORK AREAS

JNC ACTIVATION AND ADMINISTRATIVE MANAGER CHECKLIST

Page 1 of 6

NAME:	DATE:
-------	-------

Complete N/A

1. **NOTE:** Do not unlock the JNC doors until JNC security is in place.

Following arrival of Security, verify main door is unlocked and other doors are locked and remain locked ☐ ☐

- a. Ensure pre-briefing areas are provided with security personnel to ensure privacy of pre-briefing sessions. ☐ ☐

2. **NOTE:** The first qualified JNC Director/Spokesperson, JNC Administrative Manager or their designee to arrive at the JNC should initiate the actions required by this checklist.

3. Pickup cordless telephone (ext. 3715) in the NMP/JAFNPP room and keep it with you at all times to allow for personnel to contact you as needed while in the JNC. ☐ ☐

4. Synchronize clocks with the US Naval Observatory (202) 762-1401 ☐ ☐

5. Assign first available JNC clerical staff to registration and direct them to perform actions in accordance with Attachment 5 Figure 1, JNC Registration Checklist ☐ ☐

6. Perform or direct the performance of steps 1 through 7 in Attachment 13, JNC Audio Visual Checklist ☐ ☐

- A. Verify the following staff are available and have signed in on the JNC Staffing sign-in sheet:

REQUIRED (Director/Spokesperson or ED may alter requirements)

- a. JNC Director/Spokesperson ☐ ☐
- b. Inquiry Response/Rumor Control Coordinator ☐ ☐
- c. Technical Briefer ☐ ☐
- d. JNC Administrative Manager ☐ ☐

JNC ACTIVATION AND ADMINISTRATIVE MANAGER CHECKLIST

Page 2 of 6

NAME:

DATE:

Complete N/ADESIGNATED

- a. Assistant Director ☐ ☐
- b. Inquiry Response/Rumor Control Coordinator ☐ ☐
- c. State & County Liaisons ☐ ☐

ADDITIONAL STAFF

- a. Clerical staff ☐ ☐
- b. Communications/Writers ☐ ☐
- c. Public Information Technical Assistants ☐ ☐
- d. Public Information Liaisons ☐ ☐
- e. Video/Photo Services ☐ ☐
- f. Security ☐ ☐
7. Ensure Rumor Control/media monitoring activities are initiated (Attachment 8 and 11) ☐ ☐
8. In all rooms, verify that all computers, printers, and other equipment are powered up ☐ ☐
9. Verify the staffing chart (located on north wall of the pre-briefing room) is filled out as staff members arrive and assume their positions in the JNC ☐ ☐
10. Using the JNC staffing sign in log (Attachment 1) as verification, inform and update the JNC Director/Spokesperson (ext. 3712) as staffing of the JNC continues ☐ ☐
11. If necessary, verify qualification status of all responders using the EAP-43 located in Volume 3 of the Emergency Plan or via the EP Website ☐ ☐
12. Change emergency level classification signs ☐ ☐

JNC ACTIVATION AND ADMINISTRATIVE MANAGER CHECKLIST

Page 3 of 6

NAME:

DATE:

Complete N/A

13. Supervise and manage the following activities/functions:

- a. Registration (Attachment 5, Fig 1) CONTINUOUS
- b. Clerical services including fax, telephone,
copy and poster enlargement functions CONTINUOUS
- c. Security needs (Attachment 15) CONTINUOUS
- d. Maintenance of JNC including:
 - Equipment setup CONTINUOUS
 - Distribution of briefing summaries in all
areas of the JNC (as requested) CONTINUOUS
 - Post sufficient copies of all briefing
summaries in the bins located in the main
briefing area for number of personnel
present CONTINUOUS
- e. Videotape and photo services, including off-air
monitoring ☐ ☐
- f. Coordinate needed auxiliary services (as
necessary) with the Purchasing Staff in the EOF
to include: ☐ ☐
 - Catering
 - Messenger services
 - Additional clerical staff
 - Transportation
 - Lodging
 - Laundry services
 - Additional equipment

14. In conjunction with JNC Director/Spokesperson and
staffing coordinator at EOF develop 1st and 2nd shift
staff assignment schedules as required using duty
rosters and qualification lists and report these to
the staffing coordinator at (315) 593-5880 ☐ ☐

15. Perform JNC shutdown checklist (Attachment 14) ☐ ☐

16. In the electrical/mechanical rooms verify water supplies
are available and full. If not call for service per
instructions on tanks ☐ ☐

17. In briefing room ensure all reference materials, i.e.
posters, displays, etc., refer to Entergy's FitzPatrick
Only. ☐ ☐

JNC ACTIVATION AND ADMINISTRATIVE MANAGER CHECKLIST (Continued)

Page 4 of 6

ENTERGY NUCLEAR NORTHEAST JAMES A. FITZPATRICK NPP		JOINT NEWS CENTER STAFF SIGN IN	
POSITION		1ST SHIFT	2ND SHIFT
JNC DIRECTOR*			
Spokespersons	JAFNPP*		
	Nine Mile		
	Oswego County		
	New York State		
	FEMA		
	NRC		
	Others		
Assistant Director (designate)			
Technical Briefer*			
Public Information Tech Assistant			
JNC Writer			
Inquiry Response/Rumor Control Coordinator*			
Inquiry Response/Rumor Control/Media Monitoring Staff			
EOF RAD Support Coordinator			
Audio Visual			
Security Staff			
JNC Administrative Manager*			
Clerical Support Staff	Registration		
	Posters		
	Copy Room		
	Fax Machines		
	Other		
Oswego County Staff			
New York State Staff			
FEMA Liaison			
JAF County/State Liaison (designate)			
NRC Liaison			

*Required Positions



JAMES A. FITZPATRICK

NUCLEAR POWER PLANT

DATE:

TIME:

1. THIS IS A:

- ☐ A DRILL
☐ AN ACTUAL EVENT

2. CLASSIFICATION:

- ☐ UNUSUAL EVENT
☐ ALERT
☐ SITE AREA EMERGENCY
☐ GENERAL EMERGENCY

Time: _____
 Time: _____
 Time: _____
 Time: _____

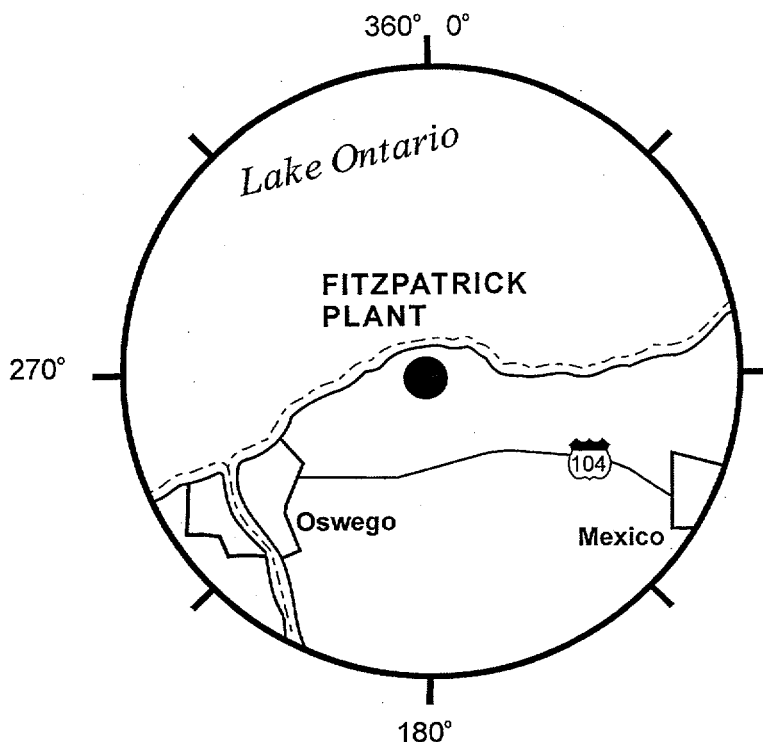
3. EVENT DESCRIPTION:

4. RELEASE OF RADIOACTIVITY:

- ☐ NOT TAKING PLACE
☐ TAKING PLACE WITHIN OPERATING LIMITS
☐ TAKING PLACE ABOVE OPERATING LIMITS

5. METEOROLOGICAL CONDITIONS:

- ☐ WIND SPEED _____ MILES PER HOUR
☐ WIND DIRECTION FROM: _____



DISTRIBUTION FORM – POSTER

Copy for copy/fax room to be duplicated

Posted in Oswego County/New York State Room

Posted in Rumor Control Room.....

Posted in Pre-briefing Room.....

Posted in Utility Room.....

Posted in FEMA/NRC Room.....

Original to File

The person completing the above tasks will signify completion by placing their initials on the blanks above.

The completed list will be filed with the original document in the typist logbook.

The JNC Director/Spokesperson and technical briefer prepare briefing notes to define the information to be presented orally in news briefings and to allow technical review before each briefing.

- | | <u>Complete</u> | <u>N/A</u> |
|---|--------------------------|--------------------------|
| 1. Ensure that all briefing notes contain the following information (if appropriate): | | |
| a. Emergency classification..... | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Plant status..... | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Major actions and activities..... | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Anticipated time of briefing..... | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Check for and correct any undefined acronyms or highly technical terms..... | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Should clearly be marked "Draft" until final reviews, then marked "Final"..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Prior to presenting information in notes at a media briefing: | | |
| a. Reviewed by JNC technical staff | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Reviewed by EOF RAD Support Coordinator (if appropriate) | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Reviewed by state and county | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Reviewed and approved by the ED | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Dated and initialed by the Spokesperson | <input type="checkbox"/> | <input type="checkbox"/> |



**EXERCISE
ONLY**

News

NOT FOR RELEASE!

DATE: _____

BRIEFING NOTES

Finalized by: _____

(Spokesperson/Director)

Briefing Number: #

Scheduled for: [Time]

Classification

[Classification with associated description and time of declaration]

Plant Status

•

Radiological Conditions

•

NAME:

DATE:

- NOTES:**
1. Complete a new checklist for each briefing summary.
 2. Once the JNC is open and fully staffed, briefing summaries (not news releases) of the information presented at news briefings are prepared and distributed at the JNC and to the news media. News releases may be issued from the JNC before it is fully staffed or prior to the first news briefing announcing the opening of the JNC.
 - The summary should be concise (two-to-three paragraphs maximum).
 - The first paragraph identifies the time and number of the briefing, the event and the briefers and their titles.
 - The target for a completed draft, ready for review, should be about 30 minutes after the end of the briefing.

Complete N/A

1. Ensure that all briefing summaries contain the following information (if appropriate) See figures 1 through 4 for format:
 - a. Basic information about the plant ☐ ☐
 - b. Concisely describes the event and states whether the event is:
 - i. Nuclear related ☐ ☐
 - ii. Safety related ☐ ☐
 - iii. Of radiological significance ☐ ☐
 - c. When the incident took place and, if possible, how long the situation is expected to last ☐ ☐
 - d. Identifies information contacts at Entergy and, if necessary, emergency response agencies ☐ ☐
 - e. The Inquiry Response telephone numbers, if appropriate ☐ ☐
 - f. The location of the Joint News Center, with travel instructions ☐ ☐
 - g. The current status of the plant ☐ ☐

- | | <u>Complete</u> | <u>N/A</u> |
|---|--------------------------|--------------------------|
| 2. Prior to transmitting the briefing summary, ensure the briefing summary is: | | |
| a. Reviewed by the JNC Director/Spokesperson | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Reviewed by the Technical Briefer (if appropriate) | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Reviewed by the EOF RAD Support Coordinator (if appropriate) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. As necessary and if available, the Legal Department may review the briefing summaries | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Correct any inaccurate information subsequent briefing summary and in a news briefing | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Forward to all affected agencies (State, County, and Utilities) in a timely manner (hand carry, fax, digital sender electronic etc.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Final Briefing Summary is distributed to all JNC work areas and to fax center for distribution to EOF, TSC and the news media. | <input type="checkbox"/> | <input type="checkbox"/> |

Figure 1: ALERT (Sample Briefing Summary)



**EXERCISE
ONLY**

News

NOT FOR RELEASE!

[Today's Date]

Summary # [Number]:

Oswego -- The following is a summary of a [Time] press briefing by Entergy Nuclear Northeast to provide information on developments at its James A. FitzPatrick Nuclear Power Plant. The press briefing was conducted by [Participants and title].

Plant operators declared an Alert, the second lowest of four classifications for events at nuclear power plants. The declaration was made at [Time classification declared], [Reason classification declared].

[Additional details]

Oswego County, New York State and U.S. Nuclear Regulatory Commission officials have been advised of the situation.

- end -

Figure 2: Site Area Emergency (Sample Briefing Summary)



**EXERCISE
ONLY**

News

NOT FOR RELEASE!

[Today's Date]

Summary #[Number]:

Oswego -- The following is a summary of a [Time] press briefing by Entergy Nuclear Northeast to provide information on developments at its James A. FitzPatrick Nuclear Power Plant. The press briefing was conducted by [Participants and title].

Plant operators declared a Site Area Emergency, the third of four classifications, in order of severity, for events at nuclear power plants. The declaration was made at [Time classification declared], [Reason classification declared].

[Additional details]

Oswego County, New York State and U.S. Nuclear Regulatory Commission officials have been advised of the situation.

- end -

Figure 3: General Emergency (Sample Briefing Summary)



**EXERCISE
ONLY**

News

NOT FOR RELEASE!

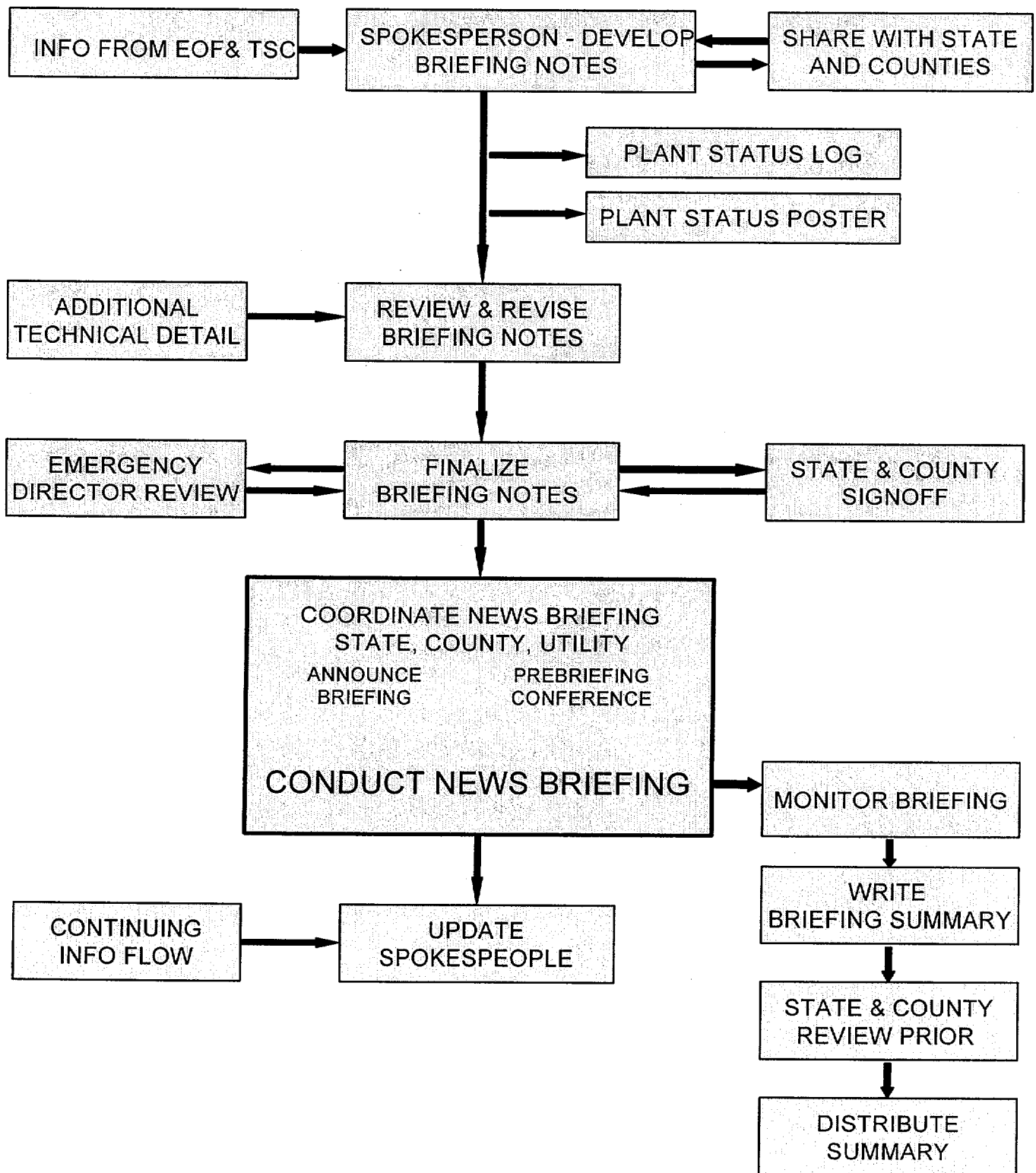
[Today's Date]

Summary # [Number]:

Oswego -- The following is a summary of a [Time] press briefing by Entergy Nuclear Northeast to provide information on developments at its James A. FitzPatrick Nuclear Power Plant. The press briefing was conducted by [Participants and title].

Plant operators declared a General Emergency, the highest classification for events at nuclear power plants. The declaration was made at [Time classification declared], [Reason classification declared].

- end -



JNC REGISTRATION CHECKLIST

Page 1 of 2

NAME:	DATE:
-------	-------

Complete N/A1. Registration Start-up

- a. Set out individual registration sheets and badges with holders for:
- observers and visitors - blue ☐ ☐
 - media representatives - pink ☐ ☐
 - JNC staff (including state/county/federal officials) - yellow ☐ ☐
- b. Ensure JAF media kit and JNC information sheet are available for use by media ☐ ☐
- c. Report readiness to JNC Administrative Manager ☐ ☐

2. Operation

NOTE: Prior to permitting any visitors or media personnel to enter the JNC, ensure that security personnel (or staff assigned to act as security) are in the JNC.

- a. Request photo identification from every individual entering the JNC CONTINUOUS

PLEASE NOTE: (During drills/Exercises Drill controllers/Observers require only Drill badges)

- b. Determine and issue the appropriate color badge for each individual entering the JNC CONTINUOUS
- c. Ensure utility, county, state and federal employees have picture identification either issued by a county or state, or from a federal agency, and assign yellow badges CONTINUOUS
- d. If a question arises regarding authorization of an individual, contact the JNC Administrative Manager CONTINUOUS

NAME:	DATE:
-------	-------

Complete N/A

- e. Issue each person a color-coded badge and holder filled in with his or her name, and affiliation:
- Blue - observers and visitors..... CONTINUOUS
 - Pink - media: a separate log (pink) should be kept for print, radio and television media.... CONTINUOUS
 - Yellow - all JNC staff..... CONTINUOUS
- f. Place press kits in media briefing room and press telephone room. Point out the media press telephones room and briefing area CONTINUOUS
- g. Ensure people leaving the JNC return their badges and check the returned column on the respective log CONTINUOUS
3. Close down
- a. Return unused registration materials to the proper place on the shelves or file cabinets behind registration desk ☐ ☐
- b. Separate returned badges and then return holders to inventory ☐ ☐
- c. File pre-made JNC staff yellow badges, and destroy and dispose of used blue and pink badges ☐ ☐
- d. Perform an inventory of registration supplies and report needs to the JNC Administrative Manager ☐ ☐
- e. Turn over registration logs to the JNC Administrative Manager and report registration closure complete ☐ ☐

JNC TECHNICAL BRIEFER CHECKLIST

Page 1 of 3

NAME:

DATE:

Complete N/A

1. Obtain information on plant status and events via the Tech Information Line Headset CONTINUOUS
2. Obtain and review plant information with JNC Director/Spokesperson and JNC staff ensuring all are kept up to date (use tech info line or travel to EOF as necessary) CONTINUOUS
3. Maintain a log of events CONTINUOUS
4. Complete Attachment 6, initially and update the Emergency Status Report (about every 30 minutes or as directed) CONTINUOUS
5. Assist in the identification and organization of topics for the next media briefing CONTINUOUS
6. Review all briefing notes and summaries for technical accuracy CONTINUOUS
7. Attend necessary pre-briefing conferences to share information and coordinate with state and county representatives at the JNC CONTINUOUS
 - a. Present information at pre-briefing sessions on the plant status and events, response of the station staff, and background on plant systems and design, as requested CONTINUOUS
 - b. Participate in a pre-briefing session question and answer session, coordinated by the JNC Director/Spokesperson CONTINUOUS
8. Update the JNC Director/Spokesperson and JNC staff on events and changes in plant status that occurred during each briefing CONTINUOUS
9. Obtain responses to reporters' questions that remained unanswered during briefing CONTINUOUS

NAME:

DATE:

Complete N/A

10. Begin gathering and organizing information for the next news briefing..... CONTINUOUS
11. Upon termination of the event, ensure the JNC Director/Spokesperson is notified..... ☐ ☐
12. Upon termination of JNC activities, ensure all logs, status boards and all paperwork is forwarded to the JNC Director/Spokesperson for inclusion in the permanent plant file..... ☐ ☐
13. Ensure posters for each briefing are placed in briefing room prior to news conference..... ☐ ☐

Figure 1: James A. FitzPatrick Nuclear Power Plant Emergency Status Report

No. _____

Date: _____

Time: _____

Posted by: _____

1. This ___ is / ___ is not a drill	6. Off-site radiological monitoring teams: <input type="checkbox"/> have not been sent out. <input type="checkbox"/> will be sent out. <input type="checkbox"/> have been sent out.
2. Classification <input type="checkbox"/> Unusual Event <input type="checkbox"/> Alert <input type="checkbox"/> Site area emergency <input type="checkbox"/> General emergency <input type="checkbox"/> Recovery phase	
3. Changes since last status report: _____ _____ _____ _____	7. Primary containment integrity is: <input type="checkbox"/> secure <input type="checkbox"/> not secure
4. The plant status is: <input type="checkbox"/> stable <input type="checkbox"/> improving <input type="checkbox"/> degrading	8. Secondary containment integrity is: <input type="checkbox"/> secure <input type="checkbox"/> not secure
5. Radiation levels at the plant site boundary are: <input type="checkbox"/> normal <input type="checkbox"/> above normal Comments: _____ _____ _____	9. Wind is blowing from _____ degrees at _____ miles per hour

EOF RAD SUPPORT COORDINATOR CHECKLIST

Page 1 of 1

NAME:	DATE:
-------	-------

Complete N/A

1. Obtain information on radiological status and release status from the EOF Dose Assessment Staff as necessary (travel to EOF as necessary)..... CONTINUOUS
2. Review radiological information with JNC Director/Spokesperson and JNC staff ensuring all are kept up to date..... CONTINUOUS
3. Maintain a log of events CONTINUOUS
4. Assist in the identification and organization of topics for the next media briefing CONTINUOUS
5. Review all briefing notes and summaries for accuracy CONTINUOUS
6. Attend necessary pre-briefing conferences to share information and coordinate with state and county representatives at the JNC CONTINUOUS
7. Participate in pre-briefing question and answer sessions, coordinated by the JNC Director/Spokesperson to include:
 - information on the radiological status
 - events at the plant
 - response of the station HP staff..... CONTINUOUS
8. Begin gathering and organizing information for the next news briefing..... CONTINUOUS
9. Upon termination of JNC activities, ensure all logs, status boards and all paperwork is forwarded to the JNC Director/Spokesperson for inclusion in the permanent plant file..... ☐ ☐

NAME:	DATE:
-------	-------

Complete N/A

1. Pick up cordless telephone (ext. 3767) and keep it with you while in the JNC..... ☐ ☐

2. Verify all monitors (video and audio) are set to the appropriate electronic media outlet as below:
(VCRs provide the channel number for the monitors)

TV Stations

- Channel 3 ☐ ☐
Channel 5 ☐ ☐
Channel 9 ☐ ☐
Primestar on CNN ☐ ☐

Radio Stations

- WSGO (1410 AM) ☐ ☐
WZZZ (1300 AM) ☐ ☐
WSCP (1070 AM) ☐ ☐
WSYR (570 AM) ☐ ☐
WNDR (1260 AM) ☐ ☐
WKFM (104.7 FM) ☐ ☐
WSGO (105.5 FM) ☐ ☐

3. Ensure that video tapes are inserted in VCRs as necessary to monitor and record broadcasts involving information concerning the event at FitzPatrick ☐ ☐
4. Ensure audiotapes are inserted in tape players as necessary to monitor and record broadcasts involving information concerning the event at FitzPatrick. ☐ ☐
5. Maintain a log of all actions taken associated with rumor control CONTINUOUS
6. Ensure that rumor control staff record all reports by the Media on the Rumor Control Form, Attachment 10 CONTINUOUS

JNC RUMOR CONTROL COORDINATOR CHECKLIST

Page 2 of 2

NAME:

DATE:

Complete N/A

7. Ensure that the Media Monitoring Staff use the PC in the rumor control/media monitoring room to monitor the Internet and log all reports concerning the event on the Attachment 10 CONTINUOUS
8. Provide immediate feedback to the JNC Director/Spokesperson (ext. 3712) of any inaccurate or incorrect reports. CONTINUOUS
9. Secure video/audio tapes/print internet page with inaccurate coverage for further review CONTINUOUS
10. Ensure the media response team is adequately staffed by the Media Response Team composed of personnel from JAF, State and County CONTINUOUS
11. Ensure each member of the media inquiry team is supplied with the information and materials to handle inquiries CONTINUOUS
12. Ensure the Rumor Control Center is staffed by the Rumor Control Team composed of personnel from JAF, State and County ☐ ☐
13. Ensure corrections to inaccurate reports are part of the briefings by the appropriate spokesperson, or by contacts directly with the responsible station or publication CONTINUOUS
14. Ensure that the "Public Rumor Control" telephone number is announced at the all news briefing CONTINUOUS
15. Ensure that the "Public Rumor Control" number is distributed to the state, county, and utility telephone operators for public inquiry referral ☐ ☐

JNC MEDIA RESPONSE CHECKLIST

Page 1 of 1

NAME:

DATE:

Complete N/A

1. Each member of the media inquiry team should:
 - a. Log all contacts using Attachment 10, including time of inquiry, identity, affiliation and telephone number of the caller and nature of the inquiry and response CONTINUOUS
 - b. Provide authorized statements and answer questions based on approved information available at the time CONTINUOUS
 - c. Provide authorized facts about FitzPatrick which are in their data and fact sheets, news releases and annual reports, if they are requested CONTINUOUS
 - d. Provide times and locations of press conferences and briefings, as well as names and telephone numbers of appropriate contacts in other agencies CONTINUOUS
2. Refer inquiries requiring further elaboration or special response to the appropriate source CONTINUOUS
3. If the appropriate sources are unavailable, a return call should be offered, "as soon as feasible". Do not make guarantees to meet deadlines, but every effort should be made to do so. CONTINUOUS
4. Review papers to identify articles pertaining to the events at the plant CONTINUOUS
5. Clip and post appropriate articles on bulletin boards, retain for permanent plant file CONTINUOUS
6. Upon termination of JNC activities, ensure all logs, status boards and all paperwork is forwarded to the JNC Director/Spokesperson for inclusion in the permanent plant file ☐ ☐
 - a. Provide one copy of all response logs to the NY State PIO..... ☐ ☐

JNC RUMOR CONTROL ACTIVATION CHECKLIST

Page 1 of 1

NAME:

DATE:

Complete N/A

NOTE: Ensure that information provided comes from written informational materials, EAS messages, and press releases. Any message agreed upon by the state, county, or utility may be used, thus providing for the ability to address specific incorrect or inaccurate information.

1. Ensure the monitoring of the broadcast and print media for news report accuracy CONTINUOUS
2. Ensure appropriate response to misinformation or rumors circulating through the public using Attachment 10 as appropriate CONTINUOUS
3. Work under the guidance and direction of the Rumor Control Coordinator. CONTINUOUS
4. Answer the phone, saying Joint News Center (if appropriate add, (THIS IS A DRILL), may I help you .. CONTINUOUS
5. Respond to inquiries using only the materials and information provided by the Rumor Control Coordinator. CONTINUOUS
6. Provide only factual information relative to the caller's questions or concerns. CONTINUOUS
7. If you are unsure how best to answer the caller's question, ask the Rumor Control Coordinator (Ext. 3767) CONTINUOUS
8. Document all appropriate information on Attachment 10 CONTINUOUS
9. Turn in log sheets as they are completed to the Rumor Control Coordinator. CONTINUOUS

NAME:

DATE:

Complete N/A

1. Ensure audio/video equipment at the Joint News Center is used to monitor and record news broadcasts and bulletins carried by radio, television stations and the internet CONTINUOUS
2. Log all reports concerning the event at FitzPatrick on Attachment 10 CONTINUOUS
3. Ensure all broadcasts, as well as news reports in the print media, are reviewed for accuracy. CONTINUOUS
4. Review and monitor off-air monitoring and recording capability to ensure every opportunity for prompt identification of inaccurate or incorrect information is utilized CONTINUOUS
5. Use the PC in the media monitoring room to monitor the Internet and log all reports concerning the event on Attachment 10 CONTINUOUS

Typical web sites include:

www.cnn.com
www.cbs.com
www.bbs.com
www.abc.com
www.msnbc.com
www.nbc.com
www.fox.com

6. Ensure any reports requiring correction are brought to the attention of the Rumor Control Coordinator CONTINUOUS
7. Upon termination of JNC activities, ensure all logs, status boards and all paperwork is forwarded to the JNC Director/Spokesperson for inclusion in the permanent plant file ☐ ☐

Type of call: (Public Inquiry) (Nuclear Industry Professional Inquiry) (Media Inquiry) (Media Monitor Report) (circle the appropriate choice)

Date of call/broadcast _____ Time of call/broadcast: _____

Name of responder/monitor: _____

Media Name/Location: _____

Caller's/Reporter's Name: _____ Phone: ()- -

Question (s) asked/Inaccurate Information: (word for word is not required)

Response given/Correct Information and Source:

Is call back required: () yes () no Call back No: ()- -

If yes, call back completed at: _____ By: _____

Was the call referred: () yes () no If yes, to whom: _____

Further action required: () yes () no

Was this action completed: () yes () no By: _____

Reported to Rumor Control Coordinator at: _____

Rumor Control Coordinator Notes:

Return completed form to Rumor Control Coordinator

NAME:

DATE:

Complete N/A

- NOTE:**
1. Should any AV equipment fail, notify the EP Department to obtain plant staff assistance, and leave a message. If immediate response is needed then call for assistance from Univisions at 437-0301.
 2. An equipment setup manual for the entire audio visual system may be found in the Equipment Manuals drawer in the file cabinet located in the NMP/JAFNPP room.

START-UP

1. Obtain key (labeled JNC Master) for control booth from key cabinet located in the NMP/JAFNPP room and unlock door to booth ☐ ☐
2. Turn on the audio system (green button, labeled main power switch, top section of the audio rack) ☐ ☐
3. If wireless microphones are to be used:
 - a. Turn on wireless mic. power switch (black button on power supply located just below top section of audio rack) ☐ ☐
 - b. Obtain wireless mics from bottom drawer of audio rack ☐ ☐
 - c. Replace batteries (new batteries located on back shelf) in wireless mic units ☐ ☐
 - d. Deliver wireless mic to spokesperson in utility room prior to news briefing. ☐ ☐
4. Turn on video recording and Internal Cable TV (ICTV) by placing power switches labeled power 2 and power 3 on video rack bottom to ON) ☐ ☐
5. Verify that the video camera powers up. If not, turn the DC power switch to RCU located at the top rear panel of the camera ☐ ☐
6. Verify on or turn on the TV's VCRs (3) used to record press briefings ☐ ☐
7. Turn on overhead lighting as needed during briefings using the three switches located on the wall opposite to the camera ☐ ☐

NAME:	DATE:
-------	-------

Complete N/A

8. Coordinate setup of media cameras/equipment as necessary to ensure adequate coverage of briefings ☐ ☐
9. Record all press briefings including all question and answer sessions ☐ ☐
10. Ensure that media cabling is routed through cable tray located on back stage and not run through doors ☐ ☐
11. Ensure that safety is considered during the setup of cameras and recording equipment used by the media including tripping and shock hazards ☐ ☐
12. Provide assistance to media personnel as requested ☐ ☐
13. In the Main Briefing room:
 - a. Turn on rear projection screen video projector by pushing the PJ button and then the power on push-button on the remote control for the video projector (verify by ensuring a picture is displayed on the rear projection screen, this may take several seconds for the projector to warm up and light) ☐ ☐
14. Select the computer display by pressing the AS≡ (source) button on the video projector remote control until the computer display is presented ☐ ☐

SHUTDOWN

1. Turn off power supplies
 - Turn off green switch labeled main power switch ☐ ☐
 - Turn off red switches labeled power 2 and power ☐ ☐
 - Verify camera, VCRs and sound equipment, power down ☐ ☐
2. Turn off lights, lock door, return key to key cabinet ☐ ☐
3. Report any equipment problems, issues or needs to JNC Director/Spokesperson ☐ ☐

JNC SHUTDOWN CHECKLIST

Page 1 of 2

NAME:	DATE:
-------	-------

Complete N/A

NOTE: The JNC Administrative Manager or designee shall ensure the completion of this checklist prior to leaving the JNC.

1. Collect registration logs and ensure all badges are returned and accounted for ☐ ☐
2. Turn over any documentary logs and related materials to JNC Director/Spokesperson ☐ ☐
3. Adjust heating/cooling systems temperatures to 68° F. ☐ ☐
4. Turn off all TVs and VCRs in media monitoring room ☐ ☐
5. Turn off video projector by pushing the PJ push-button (it should light) and then holding the power off push-button on the remote control for the video projector until a message appears on the screen stating, wait a few moments ☐ ☐
6. Verify water supply is available and full. If not call for service per instructions on tanks ☐ ☐
7. Shutdown or verify all computers, printers and other equipment are shutdown ☐ ☐
8. Call for septic tank to be pumped using number provided in utility room ☐ ☐
9. Verify that all coffee pots/urns are turned off, emptied and cleaned ☐ ☐
10. Review supply needs, specifically:
 - a. Copier paper needed _____ adequate _____
 - b. Bottled water needed _____ adequate _____
 - c. Condiments needed _____ adequate _____
 - d. Other specific needs _____
 - e. Email the JAF Emergency Planning Coordinator (EPC) if supplies are not adequate.
11. Using Email or phone, request JAF Buildings and Grounds Department for general cleanup/trash removal in the JNC (349-6232) ☐ ☐
12. Verify water in the bathroom facilities is not running ☐ ☐

JNC SHUTDOWN CHECKLIST

Page 2 of 2

NAME:

DATE:

- | | <u>Complete</u> | <u>N/A</u> |
|--|--------------------------|--------------------------|
| 13. Notify the JAF EPC to have NMPC empty the
dumpster (if required)..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Report completion of termination activities to JNC
Director/Spokesperson..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Turn off lights throughout the JNC..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Verify main door is locked and other doors are
locked and remain locked..... | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Forward this checklist and all paperwork
generated to EP Coordinator..... | <input type="checkbox"/> | <input type="checkbox"/> |

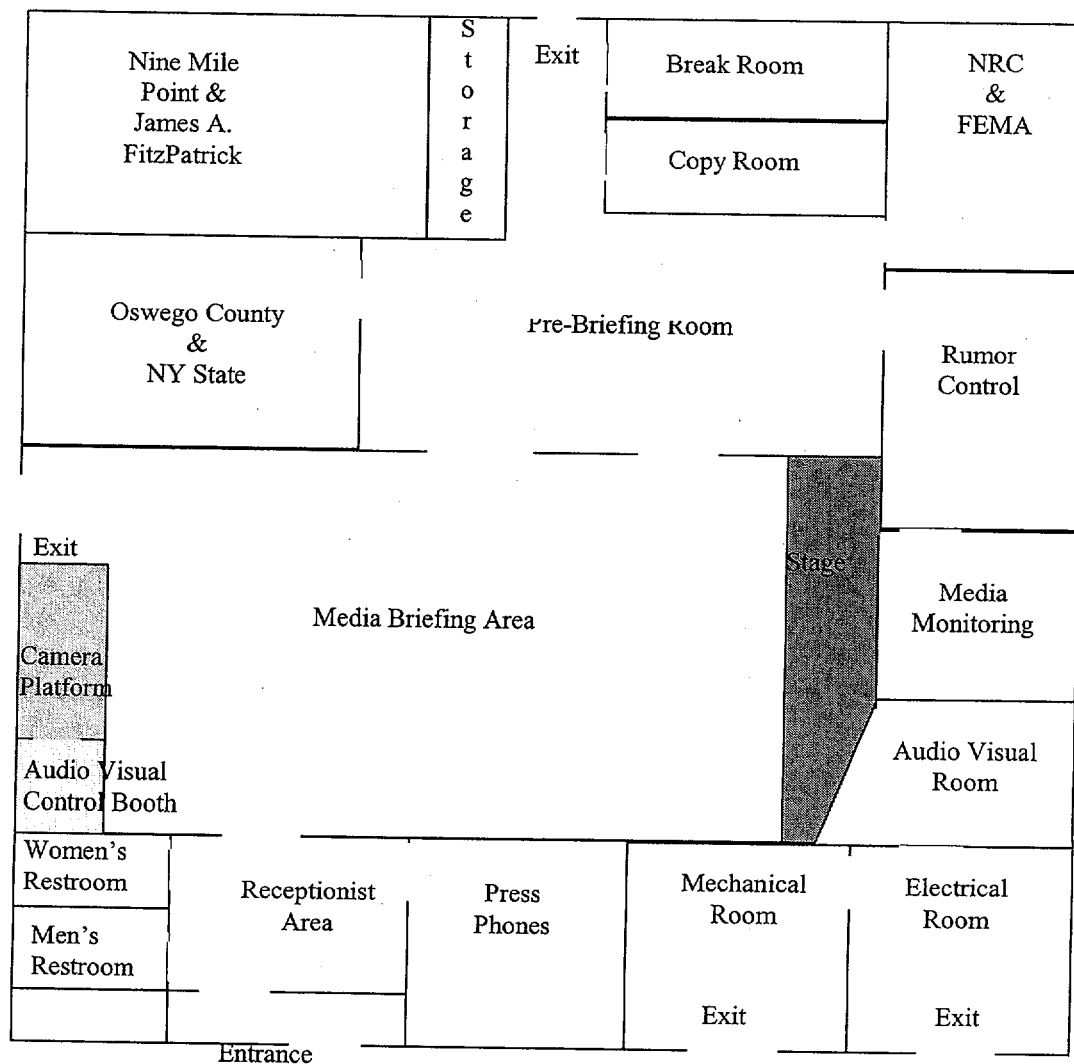
JNC SECURITY OFFICER CHECKLIST

Page 1 of 1

NAME:DATE:Complete N/A

1. Inform the JNC Administrative Manager and the Security Coordinator in the EOF when you have arrived in the JNC ☐ ☐
2. Establish security for the pre-brief area, allowing only utility, federal, state and county personnel to enter this areas (yellow & blue badges) ☐ ☐
3. Check all personnel and ensure they have registered at the registration desk (evidence is they are badged) ☐ ☐
4. Verify all building entrances are locked except the main entrance ☐ ☐
5. Ensure media personnel are permitted access through the side entrance as required for equipment setup ☐ ☐
6. Should anyone become unruly, or disruptive, politely ask them to leave the premises. If they refuse, call 911 and request assistance ☐ ☐
7. Provide any comments/logs to JNC Administrative Manager upon termination of JNC activities ☐ ☐

Joint News Center Floor Plan Sketch



EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3
UPDATE LIST

CONTROLLED COPY # **33**

Date of Issue: February 7, 2002

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. 8	02/02	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: February 7, 2002

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

RECOVERY SUPPORT GROUP MANAGER*
EAP-32
REVISION 8

REVIEWED BY: PLANT OPERATING REVIEW COMMITTEE

MEETING NO. N/A

DATE: N/A

APPROVED BY:



RESPONSIBLE PROCEDURE OWNER

DATE: 2-4-02.

EFFECTIVE DATE:

February 7, 2002

FIRST ISSUE ☐

FULL REVISION ☐

LIMITED REVISION ☒

*****	*****
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*****	*****
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PERIODIC REVIEW DUE DATE: DECEMBER 2003

REVISION SUMMARY SHEET

REV. NO.	CHANGE AND REASON FOR CHANGE
8	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.
7	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.
6	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.
5	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.• Changed the cover sheet to reflect the company name change.
4	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.
3	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.
2	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List• Removed GMSS approval signature line from cover sheet as per AP-02.04.
1	<ul style="list-style-type: none">• Updated phone numbers on Attachment 2, Recovery Support Group Corporate Call List.
0	<ul style="list-style-type: none">• New procedure

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1. <u>RECOVERY SUPPORT GROUP MANAGER INITIAL ACTIONS</u>	8
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1.0 PURPOSE

The purpose of this procedure is to provide instruction to the Recovery Support Group Manager. The Recovery Support Group Manager coordinates requests for personnel, equipment and materials, and support services.

This procedure is implemented by the Recovery Support Group Manager (RSGM) in the event of an emergency at the plant which requires notification of the Recovery Manager and the coordination of corporate resources during the EMERGENCY PHASE, and/or activation of the Recovery Organization during the RECOVERY PHASE. The Recovery Manager may designate other personnel to act as Recovery Support Group Manager.

The Recovery Support Group Manager is responsible for:

- Notifying the Recovery Manager of emergencies and keeping him informed of the emergency status.
- Coordinating requests for corporate support.
- Coordinating requests for other personnel, equipment and materials, and support services.
- Notifying and coordinating requests for assistance with offsite support organizations as directed by the Recovery Manager.

2.0 REFERENCES**2.1 Performance References**

- 2.1.1 Appendix F, Typical Support Companies and Organizations*
- 2.1.2 Section 9, Recovery*
- 2.1.3 EAP-33, Development of a Recovery Action Plan*

2.2 Developmental References

NONE

3.0 INITIATING EVENTS

- 3.1 Emergency conditions have been declared as per IAP-2, Classification of Emergency Conditions* (FOR STEPS 4.1 AND 4.2).
- 3.2 Emergency conditions have been controlled and/or corrected and the emergency terminated as per IAP-2, Classification of Emergency Conditions*, and entry into the Recovery phase is required (FOR STEPS 4.3 AND 4.4).

4.0 PROCEDURE

4.1 Notifications

- 4.1.1 Receive notification of the emergency from the plant.
- 4.1.2 Confirm the notification with plant staff and ascertain the situation.
- 4.1.3 Notify the Recovery Manager or alternate of the emergency.

4.2 Activation

- 4.2.1 Establish and maintain communications with the Recovery Manager during the EMERGENCY PHASE.
- 4.2.2 Coordinate corporate resources through normal channels to support the plant during the EMERGENCY PHASE as requested by the Recovery Manager.
- 4.2.3 Notify offsite support organizations to support the plant during the EMERGENCY PHASE as requested by the Recovery Manager. Organizations which may be called upon to provide assistance are listed in JAFNPP Appendix F.
- 4.2.4 IF RECOVERY OPERATIONS ARE REQUIRED, report to the designated Recovery Center (EOF or other location).

4.3 Recovery Operations

- 4.3.1 Assist the Recovery Manager to determine corporate capabilities required for Recovery Support Group (see JAFNPP Plan section 9).

- 4.3.2 Coordinate corporate resources to support Recovery operations. A Recovery Support Group Call List is included in this procedure as Attachment 2.
- 4.3.3 Coordinate requests for other personnel, equipment and materials, and support services through the Recovery Support Group organization.
- 4.3.4 Coordinate support from offsite support organizations. Organizations which may be called upon to provide assistance are listed in JAFNPP Emergency Plan Appendix F.
- 4.3.5 Develop a shift-rotation schedule for the Recovery Support Group as needed.
- 4.3.6 Coordinate the implementation of tasks appropriate to the Recovery Support Group in EAP-33, Development of a Recovery Action Plan*.
- 4.3.7 Continue to update the Recovery Manager on the status of Recovery Support Group operations.
- 4.3.8 Monitor progress of Recovery Support Group and Recovery Support Group tasks in the Recovery Action Plan and provide assistance/coordination where appropriate.
- 4.3.9 Assist the Recovery Manager to determine resource requirements for Recovery functions considering the following:
 - A. Need for additional personnel required for long-term recovery efforts
 - B. Need for offsite technical assistance
 - C. Need for supplies, equipment, parts, and other material.

4.4 Terminate Recovery Operations

- 4.4.1 Ensure the completion or dispositioning of Recovery Support Group tasks outlined in the Recovery Action Plan.

- 4.4.2 Ensure that appropriate offsite agencies/organizations have been notified of the termination of Recovery.
- 4.4.3 Ensure that all Recovery Support Group actions have been documented.

5.0 **ATTACHMENTS**

- 1. Recovery Support Group Manager Initial Actions
- 2. Recovery Support Group Corporate Call List

RECOVERY SUPPORT GROUP MANAGER INITIAL ACTIONS

When the RSGM is contacted, telephone plant Security to determine the nature of the emergency (Call the Control Room if Security cannot provide the information).

JAF - call 315-349-6414/6422 (Security)
315-349-6664 (Control Room)

1. Your initial contact will be with either site Security or the Control Room. Be prepared to copy down the pertinent information given to you. Use the appropriate PART I form.
2. Contact the Recovery Manager or alternate for further instructions. Refer to the Recovery Support Group Call List for Recovery Manager notification information.
3. If requested by the Recovery Manager, contact corporate departments for support. Refer to the Recovery Support Group Call List for corporate department notification information.
4. If requested by the Recovery Manager, notify offsite support organizations for support. Refer to JAFNPP, EAP-1.1, Offsite Notifications*, for offsite support organization notification information.
5. If requested by the Recovery Manager, report to the designated Recovery Center (EOF or other location) and implement EAP-32, Recovery Support Group Manager*.

ATTACHMENT 2

RECOVERY SUPPORT GROUP CORPORATE CALL LIST

TITLE	NAME	HOME PHONE	WORK PHONE	PAGER #
Recovery Manager	H. Salmon (A)	(914) 734-7690	(914) 272-3220	800-734-9140
	D. Robson (B)	(914) 686-7284	(914) 272-3452	800-844-8084 Pin:1487471
	T. Dougherty (C)	(718) 961-1907	(914) 272-3451	718-3451
	J. Kelly (D)	(845) 947-2095	(914) 272-3370	888-593-5942
Recovery Support Group Manager	G. Wilverding (A)	(203) 938-0540	(914) 272-3375	718-3375*
	M. KARASULU (B)	(914) 245-0525	(914) 272-3442	718-3442*
	G. Canavan (C)	(212) 989-0449	(914) 272-3440	718-3440*
	G. Rorke (D)	(516) 767-7587	(914) 272-3428	718-3428*
Radiological Support	G. Re'	(914) 739-5694	(914) 272-3441	718-3441*
	J. Furfaro	(845) 528-2497	(914) 272-3426	718-3426*
Engineering Programs Support	R. Penny	(914) 741-5001	(914) 272-3510	917-317-0127
	J. Goldstein	(914) 248-5688	(914) 272-3512	718-3512*
Licensing Support	C. Faison	(914) 793-1262	(914) 272-3378	917-787-4947
	P. Kokolakis	(212) 724-6141	(914) 272-3373	917-632-0103
Fuel Management Support	G. Rorke (JAF)	(516) 767-7587	(914) 272-3428	718-3428*
	G. Canavan (IP3)	(212) 989-0449	(914) 272-3440	718-3440*
Engineering Support	R. Becht	(203) 431-6769	(914) 272-3275	718-3275*
Public Relations Support	L. Gottlieb	(914) 747-3836	(914) 272-3360	877-681-9682
	M. McGillicuddy	(914) 381-0601	(914) 272-3363	718-3360* 917-738-0952
Legal Affairs Support	J. Fulton	(781) 893-8569 (914) 683-8559	(914) 272-3502	800-318-6592
	J. Blount	(601) 368-5689	(601) 368-5680	
Material, Purchasing and Contract Support	R. Robinson	(914) 232-6491	(914) 272-3305	
	J. Morrison	(914) 332-4881	(914) 272-3306	
Financial Support	J. Reagan	(845) 429-7921	(914) 272-3233	
	S. Warbington	(914) 949-3829	(914) 272-3234	877-981-3718
Insurance Mgmt. Support	T. Weir	(203) 730-1739	(914) 272-3300	800-844-8084 PIN: 1491369
Offsite Security Support	E. Beckendorf	(914) 528-0109	(914) 272-3237	800-538-3452
	K. Gardner	(203) 778-2012	(914) 272-3211	800-844-8084 PIN: 1409539
Quality Assurance Support	R. Patch	(914) 328-5362	(914) 272-3260	718-3260*
	M. Mui	(845) 365-0547	(914) 272-3271	800-650-8755

Note: Letter designation after the name is Team designation.

*1-800-436-2732

OTHER NOTIFICATIONS

CHIEF OPERATING OFFICER
M.R. KanslerHome
914-934-0395
Cell Phone: 914-649-5186Work
914-272-3200Pager
800-844-8084
PIN: 6109527