

H. L. Sumner, Jr.
Vice President
Hatch Project

Southern Nuclear
Operating Company, Inc.
Post Office Box 1295
Birmingham, Alabama 35201
Tel 205.992.7279



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U. S. Nuclear Regulatory Commission
ATTN: Document Control Desk
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Edwin I. Hatch Nuclear Plant
Emergency Implementing Procedure Revisions

Ladies and Gentlemen:

In accordance with 10 CFR 50, Appendix E, Section V, Southern Nuclear Operating Company hereby submits the following revisions to the Plant Hatch Emergency Implementing Procedures (EIP):

<u>EIP No.</u>	<u>Version</u>	<u>Effective Date</u>
73EP-EIP-054-0	6.0	7/22/2003
73EP-EIP-073-0	15.2	7/23/2003

These revisions incorporate various changes to the above documents.

By copy of this letter, Mr. L. A. Reyes, NRC Region II Administrator, will receive two copies of the revised procedures.

This letter contains no NRC commitments. If you have any questions, please advise.

Sincerely,

H. L. Sumner, Jr.

HLS/whc

A045

Enclosures: 73EP-EIP-054-0, Protective Action Recommendations to State and Local
Authorities
73EP-EIP-073-0, Offsite Emergency Notifications

cc: Southern Nuclear Operating Company
Mr. J. D. Woodard, Executive Vice President
Mr. G. R. Frederick, General Manager – Plant Hatch
Document Services RTYPE: CHA02.004

U. S. Nuclear Regulatory Commission
Mr. L. A. Reyes, Regional Administrator (w/2 copies)
Mr. S. D. Bloom, NRR Project Manager – Hatch
Mr. D. S. Simpkins, Senior Resident Inspector – Hatch

SOUTHERN NUCLEAR PLANT E.I. HATCH		DOCUMENT TYPE: EMERGENCY PREPAREDNESS PROCEDURE	PAGE 1 OF 6
DOCUMENT TITLE: PROTECTIVE ACTION RECOMMENDATIONS TO STATE AND LOCAL AUTHORITIES		DOCUMENT NUMBER: 73EP-EIP-054-0	REVISION/VERSION NO: 6.0
EXPIRATION DATE:	APPROVALS: DEPARTMENT MANAGER <u>J. C. Lewis</u> DATE <u>7/22/2003</u>		EFFECTIVE DATE: 7/22/2003
N/A	NPGM/POAGM/PSAGM <u>D. R. Madison</u> DATE <u>7/22/2003</u>		

1.0 OBJECTIVE

This procedure provides guidelines for the development of Protective Action Recommendations (PARs) to appropriate state and local authorities for the protection of the public. PARs are provided to avoid or reduce the exposure incurred from a significant radiological effluent release during an accident condition or has the potential for a release based on degraded plant conditions.

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2.0 APPLICABILITY

This procedure applies to the Emergency Director (ED) or any qualified individual who may perform this procedure at the direction of the Emergency Director. This procedure is performed, as required, during drills, exercises and/or declared emergencies.

- 2.1 This procedure requires a mandatory PAR in the event of a General Emergency declaration. Refer to the "PARs based on Plant Conditions" flowchart in form TRN-0123, *PAR Worksheet/Approval*.

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3.0 REFERENCES

- 3.1 10AC-MGR-006-0, Hatch Emergency Plan
- 3.2 Edwin I Hatch Nuclear Plant, Unit 1 and U2 Emergency Plan
- 3.3 73EP-EIP-015-0, Offsite Dose Assessment
- 3.4 73EP-EIP-073-0, Offsite Emergency Notifications
- 3.5 NRC IN 83-28, Protective Actions Based on Plant Conditions
- 3.6 EPA-400-R-92-001, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents, October, 1991
- 3.7 NRC IN 91-72, Issuance of a Revision to the EPA Manual of Protective Action Guides and Protective Actions for Nuclear Incidents
- 3.8 NRC IN 92-08, Revised Protective Action Guidance for Nuclear Incidents
- 3.9 20AC-ADM-002-0, Quality Assurance Records Administration
- 3.10 NRC RIS 2003-12, Clarification of NRC Guidance for Modifying Protective Actions

4.0 REQUIREMENTS

4.1 PERSONNEL REQUIREMENTS

This procedure is performed by the Emergency Director or his designee. The Emergency Director must approve protective action recommendations and authorize the issuance of the PARs to state and local authorities.

4.2 MATERIAL AND EQUIPMENT

N/A - Not applicable to this procedure

4.3 SPECIAL REQUIREMENTS

N/A - Not applicable to this procedure

5.0 PRECAUTIONS/LIMITATIONS

5.1 PRECAUTIONS

Updated protective action recommendations (PARs) must not be reduced below the initial PARs provided to offsite authorities. Revisions to the initial PARs will remain in effect until the conditions warranting PARs no longer exists.

5.2 LIMITATIONS

- 5.2.1 The Emergency Director is responsible for recommending protective actions to state and local authorities. Protective actions must be developed and approved within approximately 15 minutes of conditions being present which warrant PARs (i.e., declaration of a General Emergency or dose projection(s) which exceed the threshold for the protective action guidelines (PAGs).
- 5.2.2 IF an emergency has been declared and offsite dose projections are available from any credible source (i.e., effluent monitors, in-plant monitors or actual field monitoring results), THEN the most conservative recommendations are to be used.
- 5.2.3 Notification of PARs to State and local authorities must be initiated within 15 minutes of approval of the PARs.
- 5.2.4 IF dose projections support the need for PARs beyond the 10 mile emergency planning zone (EPZ), then it is expected PARs will be developed and communicated to State and local authorities.

6.0 PREREQUISITES

A declared emergency or an emergency drill/exercise must exist before using this procedure.

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REFERENCE

7.0 PROCEDURE

- 7.1 In section I. of form TRN-0123, *PAR Worksheet/Approval*, evaluate the current plant conditions and dose projections with the PAR flowcharts.

CAUTION:

- ACTUAL FIELD MEASUREMENTS ARE OBTAINED IN DOSE RATE (MR/HR OR R/HR). PROTECTIVE ACTIONS ARE BASED ON THE TEDE AND/OR CDE THYROID DOSE OVER A FOUR-HOUR EXPOSURE PERIOD. FIELD MEASUREMENTS MUST BE CORRECTED TO TEDE AND CDE THYROID VALUES IN ACCORDANCE WITH 73EP-EIP-015-0, OFFSITE DOSE ASSESSMENT, PRIOR TO PERFORMING AN EVALUATION FOR PAR.
- PARS SHOULD NOT BE CHANGED BASED UPON A SINGLE FIELD MEASUREMENT. OFFSITE FIELD MEASUREMENTS SHOULD BE VERIFIED PRIOR TO CHANGING A PAR. RELIABILITY OF THE DATA SHOULD BE EVALUATED TO CHOOSE THE MOST CONSERVATIVE PAR.
- PROJECTED DOSES IN EXCESS OF 1 E+3 REM TEDE OR 5E+3 REM CDE THYROID IS AN INDICATION THAT AN EAL CONDITION FOR A GENERAL EMERGENCY HAS BEEN EXCEEDED.

- 7.2 In section II. of form TRN-0123, *PAR Worksheet/Approval*, record the PAR based on plant conditions and dose projections. THEN, check the applicable box indicating the most conservative PAR (PAR 1, PAR 2, or PAR 3).

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NOTE:

The "wind direction" to be used should be based on the instrumentation which corresponds to the elevation of the primary release point.

- 7.3 Record the current 15 minute average "wind direction from" for the selected PAR in section II. of form TRN-0123, *PAR Worksheet/Approval*.
- 7.4 Using the current 15 minute average "wind direction from", refer to the applicable PAR Table (Tables 1 – 3) to determine the affected "evacuate" zones" and "shelter zones".

CAUTION:

REVISIONS TO THE INITIAL PARS MUST INCLUDE ALL PREVIOUS ISSUED PARS AND WILL REMAIN IN EFFECT UNTIL THE CONDITIONS WARRANTING PARS NO LONGER EXISTS. DO NOT REDUCE PARS FROM THOSE PREVIOUSLY ISSUED.

- 7.5 Record the "evacuate zones" and "shelter zones" for the selected PAR.
- 7.5.1 If the PAR is being updated, it must include previously issued PARs as well as any additionally identified "evacuate zones" and "shelter zones".

NOTE:

- The Emergency Director is responsible for the decision to recommending protective actions to state and local authorities.
- Protective actions must be developed and approved within approximately 15 minutes of conditions being present which warrant PARs.

- 7.6 Obtain the Emergency Director's approval of the PARs in section III. of form TRN-0123, *PAR Worksheet/Approval*.

NOTE:

Notification of PARs to State and local authorities must be initiated within 15 minutes of approval of the PARs.

- 7.7 Notify state and local authorities in accordance with 73EP-EIP-073-0, *Offsite Emergency Notifications*.
- 7.8 Return to subsection 7.1 of this procedure AND continue assessment as required by emergency conditions.

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7.9 DOCUMENTATION AND RECORDS

All data and information generated during the emergency event will be maintained by applicable emergency response personnel in each facility. Records generated during actual emergencies will be maintained in accordance with 20AC-ADM-002-0.

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N/A	NPGM/POAGM/PSAGM <u>J. A. Betsill</u> DATE <u>1/27/2003</u>		

1.0 **OBJECTIVE**

This procedure provides instructions for initial and follow-up notifications to State and Local authorities by emergency communication networks and systems. This procedure further provides initial notification time requirements and systems to be used for communicating with the Nuclear Regulatory Commission (NRC) in the event of a declared emergency. Included in the time requirements are instructions for utilizing the appropriate emergency communication links.

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2.0 APPLICABILITY

This procedure is applicable to the use of emergency communications networks and systems to notify federal (NRC), State and Local authorities during an emergency. This procedure is performed as required.

3.0 REFERENCES

- 3.1 Edwin I. Hatch Nuclear Plant, Unit 1 and Unit 2 Emergency Plan
- 3.2 10AC-MGR-006-0, Hatch Emergency Plan
- 3.3 30AC-OPS-003-0, Plant Operations
- 3.4 31GO-OPS-013-0, Notifications and Reports
- 3.5 TRN-0001, Emergency Notification Form
- 3.6 00AC-REG-001-0, Federal and State Reporting and Federal Document Posting Requirements
- 3.7 REG-0024, Reporting Requirements
- 3.8 NUREG-1022, Event Reporting Guidelines, 10 CFR 50.72 and 50.73
- 3.9 73EP-ADM-001-0, Maintaining Emergency Preparedness
- 3.10 73EP-EIP-054-0, Protective Action Recommendations to State and Local Authorities
- 3.11 20AC-ADM-002-0, Quality Assurance Records Administration
- 3.12 Emergency Call List

4.0 REQUIREMENTS

4.1 PERSONNEL REQUIREMENTS

- 4.1.1 The Emergency Director authorizes offsite notifications of emergency conditions to State and Local authorities.
- 4.1.2 The Emergency Director may delegate, to other specifically trained emergency response personnel, actual performance of notifications.

4.2 MATERIAL AND EQUIPMENT

Emergency communication systems

4.3 SPECIAL REQUIREMENTS

The Emergency Director shall authorize notification to offsite authorities.

5.0 PRECAUTIONS/LIMITATIONS

5.1 PRECAUTIONS

N/A - Not applicable to this procedure

5.2 LIMITATIONS

- 5.2.1 Initial notifications to State and Local authorities must be initiated within approximately (15) minutes of declaring or changing emergency classifications. Information which may not be available at the time of initial notification will be included on the subsequent message as soon as it becomes available.
- 5.2.2 Notification of protective action recommendations (PARs) to State and local authorities must be initiated within 15 minutes of approval of the PARs.
- 5.2.3 Follow-up notifications to State and Local authorities will be made periodically during an Alert or higher emergency classification.
- 5.2.4 Notification to State and Local authorities, regarding significant events which potentially impact offsite emergency actions, must be initiated within approximately (15) minutes of the event occurring. Significant events to be reported include, but are not limited to the following situations:
 - An actual radiological release
 - Any event of itself which indicates degradation of plant conditions
 - Any event which indicates a threat to core or containment integrity
 - Any event, which will impact offsite resources (for example: dismissal of non-essential plant personnel, transportation offsite of contaminated injured personnel, requests for offsite support, etc.)
- 5.2.5 Emergency communication systems will be used to transfer emergency information during a declared emergency OR an emergency drill/exercise.

6.0 PREREQUISITES

A declared emergency or an emergency drill/exercise must exist before using this procedure.

REFERENCE

7.0 PROCEDURE

7.1 NOTIFICATION TO STATE AND LOCAL AUTHORITIES

CAUTION:

SPECIAL CARE MUST BE TAKEN IN TRANSFERRING RESPONSIBILITY FOR PERFORMING OFFSITE NOTIFICATIONS TO ANOTHER FACILITY. A PROPER TURNOVER IS IMPERATIVE. NOTIFICATION OF STATE AND LOCAL AUTHORITIES WILL BE MADE WITHIN APPROXIMATELY FIFTEEN MINUTES OF DECLARING OR CHANGING ANY EMERGENCY CLASSIFICATION. THE EMERGENCY DIRECTOR'S AUTHORIZATION MUST BE OBTAINED PRIOR TO TRANSMITTING THE NOTIFICATION MESSAGE.

- 7.1.1 The Emergency Director will designate the Emergency Response Facility, which has priority over emergency notifications and communications (i.e., Control Room, TSC, or EOF). The Emergency Director in the Control Room will complete form TRN-0001, *Emergency Notification*, when offsite notifications originate from the Control Room. Designated personnel in the TSC or EOF will obtain the information to complete form TRN-0001, *Emergency Notification*, when offsite notifications originate from either of these locations.
- 7.1.2 Information contained on form TRN-0001, *Emergency Notification*, will be communicated to State and Local authorities via the Emergency Notification Network (ENN). Attachment 1 outlines the information requirements of form TRN-0001, *Emergency Notification* for initial and follow-up notifications. Attachment 2 outlines operating instructions for use of the Southern LINC equipment for ENN notifications. Attachment 5 outlines operating instructions for the fax machines used to fax for TRN-0001, *Emergency Notification*, to State and local authorities and the company emergency facility locations.

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NOTE:

An initial notification is a notification which indicates an emergency classification has been declared and/or changed.

7.2 INITIAL NOTIFICATIONS

- 7.2.1 For initial notifications, obtain information to complete all line items (except line items 11, 12, & 13) on form TRN, 0001, *Emergency Notification*. Line items 11, 12, & 13 may be omitted from the initial notification IF it is NOT available within the 15 minute initial notification timeframe or if "A" or "B" on line item 10 is checked. Line items 11, 12 & 13 must, however, be transmitted as soon as this information becomes available.

NOTE:

The placard, shown in attachment 4, may be utilized to provide quick guidance on steps necessary to perform ENN notifications.

- 7.2.2 Obtain the Emergency Director's approval on line item 16 of the information on form TRN-0001, *Emergency Notification*.

- 7.2.3 Complete the following items in line items 1-3 of form TRN-0001, *Emergency Notification*, after receipt of the approved form from the Emergency Director:

- Message Number (facility abbreviation & sequential number)
- Reported By (name of person transmitting information)
- Transmittal time/date (of the verbal transmission of the information)
- Confirmation phone number

NOTE:

- Initial notifications to State and Local authorities must be initiated within approximately (15) minutes of declaring or changing emergency classifications.
- Acknowledgment may be received from either the 24 hour point of contact OR the alternate point of contact for the State/Local authorities.

- 7.2.4 IF time is permitting, fax the ENN form to offsite authorities. Otherwise, begin verbal transmission of the ENN form prior to the end of the 15 minute timeframe as outlined in step 7.2.5.

- 7.2.5 Begin verbal transmission of the ENN form by alerting the offsite authorities. A message similar to the following may be used:

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"This is (Give your Name and Title) at Plant Hatch. Stand by to receive emergency notification information using the Emergency Notification Form."

Please acknowledge Georgia Emergency Management Agency (GEMA).

Please acknowledge Appling County.

Please acknowledge Jeff Davis County.

Please acknowledge Tattnall County.

Please acknowledge Toombs County."

Record the time acknowledgement is received on the back of form TRN-0001, Emergency Notification.

- 7.2.5.1 Acknowledgment must be received from GEMA and each Local authority. The acknowledgement may come from the 24 hour point of contact, the State/Local Emergency Operations Center (EOC), or the County EMA Director. IF the State OR any Local authority fail to acknowledge using the ENN Southern LINC radio, the message transfer and acknowledgment must be obtained by commercial telephone (alternate communications method). The commercial telephone numbers for the State/local authorities are located in the Emergency Call List (section I., Offsite Agencies List, page 1). A facsimile of the notification form is also acceptable as an alternate communications method.

IF the Southern LINC equipment for ENN notifications is inoperable, complete notifications using commercial telephone to contact the offsite authorities. Inform the Emergency Director of the inoperable Southern LINC equipment. Contact Information Resources so that repairs can be initiated.

- 7.2.6 Proceed with verbally transmitting information from form TRN-0001, *Emergency Notification* using the Southern LINC radio or commercial telephone. Operating instructions for the Southern LINC radio are found in attachment 2. IF verbal transmission cannot be established, ensure a facsimile of the notification form is provided to the offsite authorities.

NOTE:

Acknowledgment may be received from either the 24 hour point of contact OR the alternate point of contact for the State/Local authorities.

- 7.2.7 Complete the verbal notification with a statement similar to the following. Record the time acknowledgement is received on the back of the ENN form (TRN-0001).

Please acknowledge Georgia Emergency Management Agency (GEMA).

Please acknowledge Appling County.

Please acknowledge Jeff Davis County.

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Please acknowledge Tattnall County.

Please acknowledge Toombs County."

- 7.2.8 Verbal Acknowledgment of receipt of the notification must be received from the State/Local authorities. ***IF*** the State ***OR*** Local authorities fail to acknowledge, then acknowledgment must be obtained by alternate means as outlined in step 7.2.5.1.

NOTE:

- The Emergency Notification form is faxed to provide clarification to offsite authorities on emergency information reported to them.
- The placard, shown in attachment 5, may be utilized to provide guidance on steps necessary to fax the ENN form.

- 7.2.9 Fax form TRN-0001, *Emergency Notification*, IF it has not been faxed to the offsite authorities. After receipt of the fax transmittal report, THEN fax form TRN-0001, *Emergency Notification* to the applicable company emergency facility locations. Refer to attachment 5 for fax instructions.

- 7.2.10 ***IF*** it is determined that any information, which has been provided to State and Local authorities, is in error, the information must be corrected. The Emergency Director's authorization must be obtained prior to transmitting the corrected information. It is acceptable to provide only the corrected information on the notification form.

NOTE:

- A follow-up notification is a notification, which provides additional information that relates to the current emergency classification.
- Follow-up notifications to State and Local authorities will be made periodically during an Alert or higher emergency classification.
- Notification to State and Local authorities, regarding significant events which potentially impact offsite emergency actions, must be initiated within approximately (15) minutes of the event occurring. Significant events to be reported include, but are not limited to the following situations:
 - ❖ An actual radiological release
 - ❖ Any event of itself which indicates degradation of plant conditions
 - ❖ Any event which indicates a threat to core or containment integrity
 - ❖ Any event, which will impact offsite resources (for example: dismissal of personnel, transportation offsite of contaminated injured personnel, requests for offsite support, etc.)

7.3 FOLLOW-UP NOTIFICATIONS

7.3.1 For follow-up notifications, obtain information to complete, at a minimum, line items 1, 2, 3, 5, 6, & 7 on TRN-0001, *Emergency Notification*. Any changes in events which are occurring, any changes in parameters and/or any information which was not available within the 15 minute initial notification timeframe (line items 8-15) must be reported on the appropriate line item for all follow-up notifications. Any other line item that is not changed can be left blank. It is acceptable to provide only information that has changed for any item on the form for a follow-up notification.

7.3.2 Obtain the Emergency Director's approval on line item 16 of the information on form TRN-0001, *Emergency Notification*.

7.3.3 Refer to steps 7.2.3 through 7.2.10 to complete the follow-up notification to the State and Local authorities.

7.4 COMMUNICATIONS PROTOCOL AND USE

7.4.1 Whenever one organization is contacting another organization, appropriate communications protocol must be used. An acceptable protocol is as follows:

Example: **"GEMA, This is the EOF, over."**

GEMA would then respond:

"EOF, this is GEMA, go ahead."

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- 7.4.2 The ENN may also be used for the transmission of technical, radiological and meteorological data upon request of State and Local authorities.

7.5 FALSE NOTIFICATIONS

- 7.5.1 IF an attempted false notification OR other misuse of the ENN occurs, the speakers in the Emergency Operations Facility (EOF), Technical Support Center (TSC), and Control Room will automatically activate, allowing Plant Hatch personnel to also receive the information.

- 7.5.2 IF the information is an attempt to cause a false notification, supervisory personnel will lift the phone and state the following or a similar statement:

"Negative, Negative, Negative. This is (give Name and Title). Acknowledge negative."

- 7.5.3 Acknowledgment must be received from State and Local authorities. IF the State OR Local authorities fail to acknowledge using the ENN, acknowledgment must be obtained by alternate means as outlined in step 7.2.3.

7.6 NRC NOTIFICATIONS

- 7.6.1 The Emergency Director will ensure that notifications to the NRC will be in accordance with 31GO-OPS-013-0 and 00AC-REG-001-0. Notifications to the NRC will be as soon as possible, but no later than one hour following declaration of the emergency.

- 7.6.2 The Emergency Director will designate the Emergency Response Facility which has priority over NRC Notifications and Communications (i.e., Control Room, or TSC). The Control Room will be relieved of this duty as soon as the TSC is activated.

- 7.6.3 IF requested by the NRC, an open communication pathway must be maintained. Follow-up notifications to the NRC are required as conditions change (reactor/plant status, emergency class, release status, etc.).

- 7.6.4 The primary method of communication with the NRC will be the Emergency Notification System (ENS). The ENS operates on the NRC Emergency Telecommunications System (ETS). Other ETS communication links in the TSC and EOF may also be utilized to contact the NRC Operations Center (NRCOC) as required. The other ETS communication links are listed below:

- Health Physics Network (HPN)
- Protective Measures Counterpart Link (PMCL)
- Reactor Safety Counterpart Link (RSCL)
- Management Counterpart Link (MCL)

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To contact the NRC via the ENS or the other ETS communications links, dial the telephone numbers, either posted on the ENS (or ETS) phones or as listed in the Emergency Call List..

7.7 MAJOR LOSS OF COMMUNICATIONS SYSTEMS

A major loss of communications capability maybe reportable to the NRC, in accordance with form REG-0024, *Reporting Requirements*. Refer to attachment 3 to determine if a major loss of communications has occurred.

7.8 DOCUMENTATION AND RECORDS

- 7.8.1** Emergency Response Facility personnel responsible for offsite notifications will document the notifications, acknowledgments, and pertinent communications to the State and Local authorities on the Emergency Notification Form. Notifications to the NRC will be documented in accordance with 31GO-OPS-013-0 and 00AC-REG-001-0.
- 7.8.2** All data and information generated during the emergency event will be maintained by applicable emergency response personnel in each facility. This information will be utilized to generate a written close-out report upon termination of the emergency event. The report will be prepared as described in 73EP-ADM-001-0, Maintaining Emergency Preparedness.
- 7.8.4** Records generated during actual emergencies will be maintained in accordance with 20AC-ADM-002-0, Quality Assurance Records Administration.

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TITLE: EMERGENCY NOTIFICATION FORM INFORMATION		

The following provides information on the type of information to include on the various line items of the Emergency Notification Form.

Item 1 Drill/Actual Emergency:

Check the appropriate block indicating the Emergency Notification is for drill/exercise ("This is a Drill") or an actual emergency condition ("This is an Actual Emergency").

Initial/Follow-up

Check the appropriate block indicating the message is an "initial" or "follow-up" notification by checking the appropriate block. "Initial" will be checked for any notification associated with the declaration and/or change of an emergency classification. "Follow-up" will be checked for any notification, which provides additional information related to the current emergency classification.

Message Number

Enter the facility abbreviation and sequential number of the notification being made. The facility where notifications are made may change based on location of the Emergency Director; however, the number will remain sequential throughout the event (i.e., CR-1, TSC-2, EOF-3, etc.).

Item 2 Site:

Site location already filled in.

Unit:

Enter the affected unit number 1 or 2. In the event both units are involved in the emergency, enter unit number 1 & 2.

Reported by:

Enter name of person transmitting information.

Item 3 Transmittal Time/Date:

Enter time (Eastern) and date WHEN the verbal transmission of data begins.

Confirmation Phone Number:

Enter a plant phone number and extension (in your facility), to be used by the State and Local authorities for verification of information being transmitted.

Item 4 Authentication

This block is NOT applicable for emergency notifications made at Plant Hatch.

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Item 5 Emergency Classification:

Check the appropriate block indicating the current emergency classification declared. Refer to Facility Management to confirm this information.

Item 6 Emergency Declaration at:

Enter the time (Eastern) and date when the current emergency classification was declared. Refer to Facility Management to confirm this information.

Emergency Termination at:

Enter the time (Eastern) and date the emergency is terminated and proceed to item 16. Refer to Facility Management to confirm this information.

NOTE:

- Follow-up notifications to State and Local authorities will be made periodically during an Alert or higher emergency classification.
- Notification to State and Local authorities, regarding significant events which potentially impact offsite emergency actions, must be initiated within approximately (15) minutes of the event occurring. Significant events to be reported include, but are not limited to the following situations:
 - ❖ An actual radiological release
 - ❖ Any event of itself which indicates degradation of plant conditions
 - ❖ Any event which indicates a threat to core or containment integrity
 - ❖ Any event, which will impact offsite resources (for example: dismissal of non-essential personnel, transportation offsite of contaminated injured personnel, requests for offsite support, etc.)

Item 7 Emergency Description:

Enter a brief description of the initiating conditions for the emergency classification declared and any other current information regarding significant events which have occurred since the last notification was made. This may include information on significant equipment which is out of service or malfunctioning. The use of acronyms to describe the emergency needs to be avoided. This section can also include important information to be given to the State and Local authorities. For example, IF a site evacuation is taking place, they will need to know information about the evacuation direction provided to evacuated plant personnel (i.e., evacuation route and applicable Reception Center). Refer to Facility Management to confirm this information.

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Item 8 Plant Condition:

Check the most accurate prognosis of current plant condition. Refer to Facility Management to confirm this information.

Item 9 Reactor Status:

Check the appropriate block to indicate the current status of the affected unit's reactor. IF the unit is shutdown, enter the time (Eastern) and date of the shutdown. IF the unit is operating, indicate % power. Refer to Facility Management to confirm this information.

NOTE:

Changes in radiological release status must be reported to State and local authorities as soon as possible.

Item 10 Emergency Releases:

Check the appropriate block to indicate status of a radiological release:

- A. None (Go to item 14)
- B. Potential (Go to item 14);
- C. Is Occurring
- D. Has Occurred

The current calculated daily average site dose rate (for normal plant operations) runs in the \approx E-3 mR/hr range or below. IF it is determined, by dose projection calculations, that the peak TEDE dose rate (mR/hr) value at or beyond the site boundary is an order of magnitude (10 times) higher than the daily average site dose rate AND an emergency has been declared, THEN a radioactive release is in progress.

- IF no release is occurring, check the "None" block and proceed to item 14.
- IF a potential for release exists, check the "Potential" block and proceed to item 14.
- IF a release is occurring, check the "Is Occurring" block and proceed to item 11.
- IF a release has occurred, check the "Has Occurred" block and proceed to item 11.

Refer to Facility Management [i.e., TSC HP/Chem Supervisor or Dose Assessment Manager (in the EOF)] to confirm this information.

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NOTE:

- Item 11 may be omitted from the initial notification IF it is NOT available within the 15 minute initial notification time frame. It must be included on the subsequent message.
- The 100 m meteorological data must be used IF the radiological release is from the elevated release point.
- The 10 m meteorological data must be used IF the radiological release is from the ground level release point.

Item 11 Type of Release:

Check the appropriate block to indicate IF the release is an elevated release (through the main stack) or a ground level release (through the reactor building vents) for the appropriate release. IF the release type is NOT known, assume that the release is from the elevated release point (Main Stack) until informed otherwise.

Indicate IF: A. Airborne or B. Liquid release is occurring or has occurred by entering the start time (eastern) and date and IF applicable the time and date the release stopped.

NOTE:

Item 12 may be omitted from the initial notification IF it is not available within the 15 minute initial notification time frame. It must be included on the subsequent message.

Item 12 Release Magnitude

This section requires the completed results of dose assessment:

Check the appropriate block indicating units of measurement for the release.

Normal Operating Limits indicate IF release rates, projected at or beyond the site boundary, are above or below the TS limit of .057 mR/hr. IF the release rate is below TS limit of .057 mR/hr, THEN check the "BELOW" block. IF the release rate is above the TS limit of .057 mR/hr, THEN check the "ABOVE" block.

Enter the release rate (in "Ci/sec" or "Curies") next to noble gases, iodines, particulates and other, as appropriate.

These values can be obtained from the dose projection printout, line item 12.

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NOTE:

Item 13 may be omitted from the initial notification IF it is NOT available within the 15 minute initial notification time frame. It must be included on the subsequent message.

Item 13 Estimate of Projected Offsite Dose:

Check the appropriate block indicating IF the projected offsite dose is new information or unchanged information from the last notification.

This section requires the completed results of dose assessment.

Check the appropriate block indicating IF the projected offsite dose is new information or unchanged information from the last notification. Enter the time of the dose projection from the dose projection printout. Enter the duration of dose projection in hours; this is normally a four (4) hour projected dose.

Enter the projected Total Effective Dose Eq. (TEDE) and Committed Dose Eq. (CDE) thyroid dose (in mrem) at site boundary, 2, 5, and 10 miles distances.

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NOTE:

- Recording of Stability Class or the actual differential temperature (°F) reading is acceptable.
- The 100 m meteorological data must be used IF the radiological release is from the elevated release point.
- The 10 m meteorological data must be used IF the radiological release is from the ground level release point.

Item 14 Meteorological Data:

This information is to be included on all notifications to the State and Local authorities. This information may be found on the dose projection printout, the SPDS Meteorological Screen or the SPDS MIDAS Screen.

To determine Stability Class, use the following chart to convert differential temperature or Sigma Theta information to Stability Class:

Stability Class Conversion Table

Stability Class	Differential Temperature (ΔT) (°F)			Sigma Theta ($\sigma\theta$)
	Primary Met Tower		Backup Met Tower	Primary & Backup Met Towers
	100m – 10m	60m – 10m	45m – 10m	100, 60, 45, & 10 m
A (extremely unstable)	< -3.1	< -1.4	< -1.2	≥ 22.5
B (moderately unstable)	≥ -3.1 to < -2.8	≥ -1.4 to < -1.3	≥ -1.2 to < -1.1	< 22.5 to ≥ 17.5
C (slightly unstable)	≥ -2.8 to < -2.4	≥ 1.3 to < -1.1	≥ -1.1 to < -0.9	< 17.5 to ≥ 12.5
D (neutral)	≥ -2.4 to < -0.8	≥ 1.1 to < -0.4	≥ -0.9 to < -0.3	< 12.5 to ≥ 7.5
E (slightly stable)	≥ -0.8 to < 2.4	≥ -0.4 to < 1.1	≥ -0.3 to < 0.9	< 7.5 to ≥ 3.8
F (moderately stable)	≥ 2.4 to < 6.5	≥ 1.1 to < 2.9	≥ 0.9 to < 2.5	< 3.8 to ≥ 2.1
G (extremely stable)	≥ 6.5	≥ 2.9	≥ 2.5	< 2.1

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Item 15 Recommended Protective Actions:

This section requires the completed results of 73EP-EIP-054-0. This information can be provided by the TSC HP/Chem Supervisor and/or the Operations Supervisor or the EOF Ops Advisor and/or Dose Assessment Manager upon approval by the Emergency Director.

Check the appropriate block to indicate:

- a. No recommended protective actions;
- b. Enter distance and affected zones recommended for evacuating;
- c. Enter distance and affected zones recommended for sheltering in place;
- d. Enter other recommended protective actions as appropriate.

Item 16 Approved By:

Obtain concurrence and approval of emergency information from the Emergency Director prior to transmission of any message to offsite authorities. Any changes to form after the Emergency Director's approval will require his concurrence.

Time/Date:

The Emergency Director will enter the time (Eastern) and date the emergency notification form is approved.

The back of the notification form may be used for recording the roll call prior to transmitting the information and the acknowledgment after the information has been transmitted. Record the date and time (eastern) of notification of the State and each Local county authority.

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ATTACHMENT <u>2</u> TITLE: OPERATING INSTRUCTIONS FOR SOUTHERN LINC EQUIPMENT FOR ENN NOTIFICATIONS		Att. Pg. 1 of 1

OPERATING INSTRUCTIONS FOR SOUTHERN LINC EQUIPMENT FOR ENN NOTIFICATIONS

1. Press the "Group" button on the So. Linc – ENN unit to ensure you are in the Group mode of operation. The unit will display "Wide Area" and "21: HEP ENN". This group includes all State and local agency locations with which emergency notification information is to be provided.

NOTE:

A "time-out" timer limits the amount of time you can continuously talk to 2 minutes. When the allotted time expires, you will hear a low-pitched cut-off tone. Releasing the "push to talk" button inside the handset will clear this condition and allow to reestablish communications.

2. Pick up the handset from the cradle and press and hold the "push to talk" (PTT) button located inside the handset. Upon pressing the PTT button, you will hear a high, chirp-like tone that indicates you have permission to talk. Begin speaking after hearing the tone.
3. Release the PTT button when you have finished talking. This will allow you to hear incoming transmissions.

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ATTACHMENT <u>3</u> TITLE: MAJOR LOSS OF COMMUNICATION SYSTEMS		Att. Pg. 1 of 2

MAJOR LOSS OF COMMUNICATIONS SYSTEMS

1. Loss of ENS

NOTE:

The phone numbers to contact the NRC Operations Center (NRCOC) are posted on the ENS phones and in the Emergency Call List.

A loss of ENS is confirmed by the inability to contact the NRC Operations Center (NRCOC) on the ENS phone. This is considered reportable in accordance with REG-0024, Reporting Requirements. If this occurs, contact the NRCOC using a commercial telephone line to report that the ENS line is out of service.

IF you are unable to establish contact with the NRC using commercial telephone lines, THEN use other means of communications [i.e., the other ETS communication links in the TSC and EOF (see listing on page 9), Southern LINC, cell phones, etc.) to contact the NRCOC.

2. Loss of ENN

NOTE:

The phone numbers to contact the State and local authorities are listed in the Emergency Call List.

A loss of ENN is confirmed by the inability to contact ANY State or Local authority over the ENN system. If this occurs, contact the State/Local authorities using commercial telephone lines. Report that the ENN is out of service and we are confirming operability of our backup system. This is not considered a reportable event.

IF, when using commercial telephone lines, you are unable to establish contact with the State and one of each Local authority point of contact, THEN this is considered reportable in accordance with REG-0024, Reporting Requirements.

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ATTACHMENT 3		Att. Pg. 2 of 2
TITLE: MAJOR LOSS OF COMMUNICATION SYSTEMS		

3. Loss of Health Physics Network (HPN)

NOTE:

The phone numbers to use to contact the NRC Operations Center (NRCOC) are posted on the HPN phones and in the Emergency Call List.

A loss of HPN is confirmed by the inability to contact the NRC Operations Center (NRCOC) on the HPN phone, which is located in the TSC and EOF. This is considered reportable in accordance with REG-0024, Reporting Requirements. If this occurs, contact the NRCOC using a commercial telephone line to report that the HPN line is out of service.

IF you are unable to establish contact with the NRC using commercial telephone lines, THEN use other means of communications [i.e., the other ETS communication links in the TSC and EOF (see listing on page 9), Southern LINC, cell phones, etc.) to contact the NRCOC.

4. Loss of the Prompt Notification System (i.e., NOAA Weather Radio System)

A complete loss of the broadcast ability of the prompt notification system is considered a major loss of Offsite Notification System capability and is reportable in accordance with REG-0024, Reporting Requirements.

5. Loss of Commercial Telephone Lines

IF a loss of commercial telephone lines is reported and confirmed in by the inability to make phone calls offsite, operability of the following notification systems must be confirmed. This condition is considered reportable IF any of the following systems are also unavailable:

- Ensure the operability of the ENS phone by contacting the NRC Operations Center using the ENS.
- Ensure operability of the HPN phone by contacting the NRCOC using either HPN phone, located in the TSC and EOF.
- Ensure the operability of the ENN by conducting a roll call of the State and Local county authorities.
- Ensure operability of the Prompt Notification System (PNS) by turning on the NOAA weather radio, located in the Control Room.

Refer to the appropriate section of this attachment for actions to take if any of the above communication systems are not operating.

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ATTACHMENT 4 TITLE: "QUICK GUIDE" INSTRUCTIONS TO PERFORM ENN NOTIFICATION		Att. Pg. 1 of 1

The following placard may be utilized to provide quick guidance on steps necessary to perform ENN notifications. The information contained on this placard will be performed as directed by the body of this procedure.

"QUICK GUIDE" INSTRUCTIONS TO PERFORM ENN NOTIFICATION

- ☐ 1. OBTAIN APPROVED ENN FORM (TRN-0001) FROM THE EMERGENCY DIRECTOR. (step 7.2.2)
- ☐ 2. COMPLETE FOLLOWING IN LINE ITEMS 1-3 OF ENN FORM (TRN-0001):
(step 7.2.3)
 - MESSAGE NUMBER (FACILITY ABBREVIATION & SEQUENTIAL NUMBER)
 - REPORTED BY (NAME OF PERSON TRANSMITTING INFORMATION)
 - TRANSMITTAL TIME/DATE (OF VERBAL TRANSMISSION OF INFORMATION)
 - CONFIRMATION PHONE NUMBER
- ☐ 3. IF TIME IS PERMITTING, FAX THE ENN FORM TO OFFSITE AUTHORITIES. OTHERWISE, BEGIN VERBAL TRANSMISSION OF THE ENN FORM PRIOR TO THE END OF THE 15 MINUTE TIMEFRAME (step 7.2.5)
- ☐ 4. ALERT STATE & LOCAL AUTHORITIES ON THE ENN (SO. LINC RADIO).
(step 7.2.5)
- ☐ 5. VERBALLY TRANSMIT INFORMATION ON THE ENN FORM TO STATE AND LOCAL AUTHORITIES. (step 7.2.7)
- ☐ 6. REQUEST ACKNOWLEDGEMENT AND RECORD TIME OF RECEIPT OF VERBAL NOTIFICATION FROM STATE & LOCAL AUTHORITIES. (step 7.2.8)
- ☐ 7. FAX ENN FORM TO STATE & LOCAL AUTHORITIES (speed dial button #1 labeled "ENN"). THEN, FAX ENN FORM TO APPLICABLE COMPANY EMERGENCY FACILITY LOCATIONS (speed dial button #2 labeled "FACILITIES") (step 7.2.9)

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ATTACHMENT 5 TITLE: INSTRUCTIONS TO FAX THE ENN FORM (TRN-0001)		Att. Pg. 1 of 1

The following placard may be utilized to provide guidance on steps necessary to fax the ENN form (TRN-0001). The information contained on this placard will be performed as directed by the body of this procedure.

**INSTRUCTIONS TO FAX THE ENN
FORM**

1. Place ENN form face down in the machine.
2. Press the speed dial Button #01 (labeled "ENN") on the right key pad of the machine.
3. After receipt of the fax transmittal report, THEN place the ENN form face down in the machine and press the speed dial button #02 (labeled "Facilities") on the right key pad of the machine.

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