DISTRIBUTION CONTROL LIST

Document Name: EMER PLAN

CC_NAME	NAME	DEPT	LOCATION
2	EP/TRAINING ADMINISTRATOR	TRAINING (ALL EP'S)	#48
3	RES DEPARTMENT MANAGER	RES (UNIT 3/IPEC ONLY)	45-4-A
4	REFERENCE LIBRARY	REC/TRN(UNT 3/IPEC ONLY)	BLDG/17
9	JOINT NEWS CENTER	EMER PLN (ALL EP'S)	EOF
10	SHIFT MGR.(LUB-001-GEN)	OPS (UNIT 3/IPEC ONLY)	IP3
11	CONTROL ROOM & MASTER	OPS(3PT-D001/6(U3/IPEC)	IP3(ONLY)
14	EOF	E-PLAN (ALL EP'S)	EOF
16	AEOF/A.GROSJEAN(ALL EP'S)	E-PLAN (EOP'S ONLY)	WPO-12D
19	NUC ENGINEERING LIBRARY	DOC (UNIT 3/IPEC ONLY)	WPO/7A
21	TSC	RECORDS	45-3-F
22	RESIDENT INSPECTOR	US NRC(UNIT 3/IPEC ONLY)	45-2-B
23	SILK DAVID	NRC (ALL EP'S)	OFFSITE
24	SILK DAVID	NRC (ALL EP'S)	OFFSITE
25	DOCUMENT CONTROL DESK	NRC (ALL EP'S)	OFFSITE
28	AVRAKOTOS N	J A(UNIT 3/IPEC ONLY)	OFFSITE
29	E-PLAN STAFF	E-PLAN (ALL EP'S)	EOF
30	E-PLAN STAFF	E-PLAN (ALL EP'S)	EOF
31	BARANSKI J(VOLUME I ONLY)	ST. EMERG. MGMT. OFFICE	OFFSITE
32	SUTTON A -(VOLUME I ONLY)	DISASTER & EMERGENCY	WESTCHESTR
33	LONGO N (VOLUME I ONLY)	EMERGENCY SERVICES	ROCKLAND
34	GREENE D (VOLUME I ONLY)	DISASTER & CIVIL DEFENSE	ORANGE
35	RAMPOLLA M(VOLUME I ONLY)	OFFICE OF EMERG MANAGE	PUTNAM
41	SIMULATOR	TRAIN(UNIT 3/IPEC ONLY)	48-2-A
107	QA MANAGER	QA (UNIT 3/IPEC)	TRL #2A
319	C.STELLATO(NRQ-OPS TRN)	NRQ (UNIT 3/IPEC ONLY)	#48
354	L.GRANT(LRQ-OPS/TRAIN)	LRQ (UNIT 3/IPEC ONLY)	#48
376	E-PLAN STAFF	E-PLAN (ALL EP'S)	EOF
424	J.CHIUSANO(OPS INSTR)	(UNIT 3/IPEC ONLY)	#48
510	L.GRANT(LRQ-OPS/TRAIN)	LRQ (UNIT 3/IPEC ONLY)	#48
511	L.GRANT(LRQ-OPS/TRAIN)	LRQ (UNIT 3/IPEC ONLY)	#48
512	C.STELLATO(NRQ-OPS TRN)	NRQ (UNIT 3/IPEC ONLY)	#48
513	C.STELLATO(NRQ-OPS TRN)	NRQ (UNIT 3/IPEC ONLY)	#48
517	PLANT MANAGER'S OFFICE	ADMIN/(UNIT 2/IPEC ONLY)	IP2
518	DOCUMENT CONTROL	UNIT 2(UNIT 2/IPEC ONLY)	IP2
520	CONTROL ROOM (UNIT 2)	OPS (UNIT 2 & IPEC ONLY)	IP2
521	SIMULATOR	TRAIN (UNIT 2/IPEC ONLY)	IP2
522	NRC RESIDENT	US NRC(UNIT 2/IPEC ONLY)	IP2
523	ROBERT VOGLE (UNIT 2)	TRAIN/LIB (ALL EP'S)	TODDVILLE
524	JOHN MCCANN (UNIT 2)	NUC SAFETY/LIC(ALL EP'S)	IP2

A045

ATTACHMENT 10.1 SMM CONTROLLED DOCUMENT TRANSMITTAL FORM

SITE MANAGEMENT MANUAL CONTROLLED DOCUMENT TRANSMITTAL FORM - PROCEDURES

Page 1 of 1

Entergy	CONTROLLED DOCUMENT TRANSMITTAL FORM - PROCEDURES

TO: DISTRIBUTION **DATE: 8/5/03** **TRANSMITTAL NO: 28430**

(Circle one)

FROM: IPEC DOCUMENT CONTROL: EEC or IP2 53'EL **PHONE NUMBER: (914) 271-7054**

The Document(s) identified below are forwarded for use. In accordance with IP-SMM-AD-103, please review to verify receipt, incorporate the document(s) into your controlled document file, properly disposition superseded, void, or inactive document(s). Sign and return the receipt acknowledgement below within fifteen (15) working days.

AFFECTED DOCUMENT: EMERGENCY PLAN DISTRIBUTION

DOC #	REV #	TITLE	INSTRUCTIONS

SEE ATTACHED INSTRUCTIONS

*************PLEASE NOTE EFFECTIVE DATE*************

RECEIPT OF THE ABOVE LISTED DOCUMENT(S) IS HEREBY ACKNOWLEDGED. I CERTIFY THAT ALL SUPERSEDED, VOID, OR INACTIVE COPIES OF THE ABOVE LISTED DOCUMENT(S) IN MY POSSESSION HAVE BEEN REMOVED FROM USE AND ALL UPDATES HAVE BEEN PERFORMED IN ACCORDANCE WITH EFFECTIVE DATE(S) (IF APPLICABLE) AS SHOWN ON THE DOCUMENT(S).

25

NAME (PRINT) SIGNATURE DATE CC#

TO: Emergency Planning Controlled Copy # 25

FROM: IPEC Emergency Planning

SUBJECT: Emergency Planning Document Update

Date: 7/31/03

Please update your controlled copy of the documents listed below as specified with the copy(s) attached.

Document #	Document Name	New Rev. #/ Date	Old Rev. #/ Date	Instructions
Unit 3 Vol. II	**Emergency Plan Implementing Procedures**			
TOC	Table of Contents	7/31/03	7/14/03	Replace old with new
IP-2500	Security Emergency Activation Responsibilities	Rev 13 7/31/03	Rev 12 08/02	Replace old with new

Entergy

CONTROLLED COPY #: 25

EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-2500 REV. 13

TITLE: SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

THIS PROCEDURE IS TSR ☑

THIS PROCEDURE IS NOT TSR ☐

WRITTEN BY: [signature] 7/17/03
SIGNATURE/DATE

REVIEWED BY: [signature] 7/17/03
SIGNATURE/DATE

APPROVED BY: [signature] 7/24/03
SIGNATURE/DATE

EFFECTIVE DATE: 7/31/03

PROCEDURE USE IS
REFERENCE

SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

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5.0	Attachments	
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	5.2 Alert Security CAS Flowchart	
	5.3 Site Area Emergency (SAE) Security CAS Flowchart	
	5.4 General Emergency (GE) Security CAS Flowchart	
	5.5 Notification for Security Events	
	5.6 Security Sweep and Evacuation of the Owner Controlled Area (OCA)	

IP-2500

SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

1.0 PURPOSE

1.1 The purpose of this procedure is to provide guidance for Security in response to an Emergency Activation or Test request.

2.0 RESPONSIBILITIES

2.1 The SECURITY SHIFT SUPERVISOR(SSS)is responsible for:

A. Initial security emergency functions.
B. Ensuring control of site access and egress.
C. Establishing site accountability.
D. Providing facility security support.
E. Ensuring the Public Address (P.A.) speakers are turned up in the Command Post and Central Alarm Station (CAS).
F. Ensuring offsite vehicles are escorted if required by IP-1021, "Radiological Medical Emergency" and/or IP-1055, "Fire Emergency Response".

2.2 The CAS SECURITY OFFICER is responsible for:

A. Ensuring the Secondary Alarm Station (SAS) is updated on information passed over the P.A. system.
B. Ensuring that notifications are logged in the EP Security CAS Position Book log sheets.

3.0 REFERENCES

3.1 IP-1021, "Radiological Medical Emergency"
3.2 IP-1050, "Accountability"
3.3 IP-1055, "Fire Emergency Response"

4.0 PROCEDURE

4.1 The CAS Security Officer shall follow the appropriate flowchart (Attachments 5.1 - 5.6) as directed.

4.2 Attachment 5.5, "Notifications for Security Events", is used when a Security Event has occurred or there has been notification of a credible threat.

4.3 Attachment 5.6, Security Sweep and Evacuation of the Owner Controlled Area (OCA) shall be used when the Emergency Director (ED) directs Security to perform a sweep and evacuation of the OCA.

5.0 ATTACHMENTS

5.1 Notification of Unusual Event (NUE) Security CAS Flowchart

5.2 Alert Security CAS Flowchart

5.3 Site Area Emergency (SAE) Security CAS Flowchart

5.4 General Emergency (GE) Security CAS Flowchart

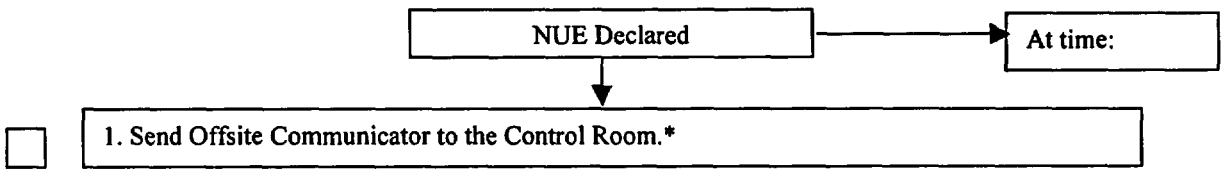
5.5 Notification for Security Events

5.6 Security Sweep and Evacuation of the Owner Controlled Area (OCA)

END OF TEXT

ATTACHMENT 5.1

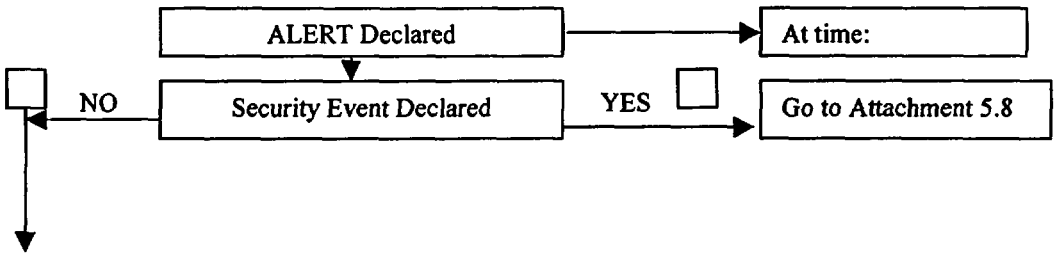
NOTIFICATION OF UNUSUAL EVENT (NUE)
SECURITY CAS FLOWCHART



*If a security event is occurring, then notify the Control Room that the Offsite Communicator is not available.

ATTACHMENT 5.2

ALERT
SECURITY CAS FLOWCHART

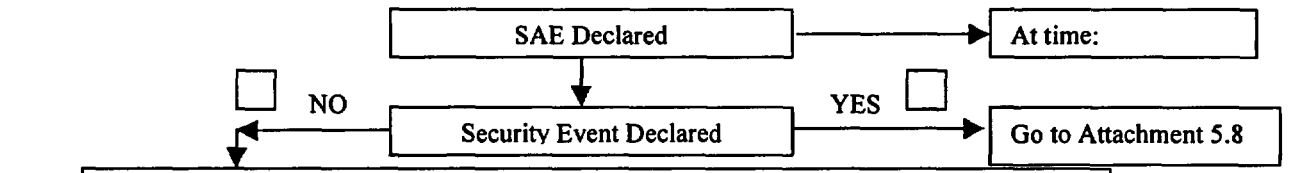


- ☐ 1. Send Offsite Communicator to the Control Room.*
- ☐ 2. CALL SAS to ACTIVATE Accountability Card Readers.
- ☐ 3. When directed, dispatch Security officer(s) to conduct a sweep and evacuation of the Owner Controlled Area per Attachment 5.6.

* Not required if already performed for a lower level emergency classification.

ATTACHMENT 5.3

SITE AREA EMERGENCY (SAE) SECURITY CAS FLOWCHART

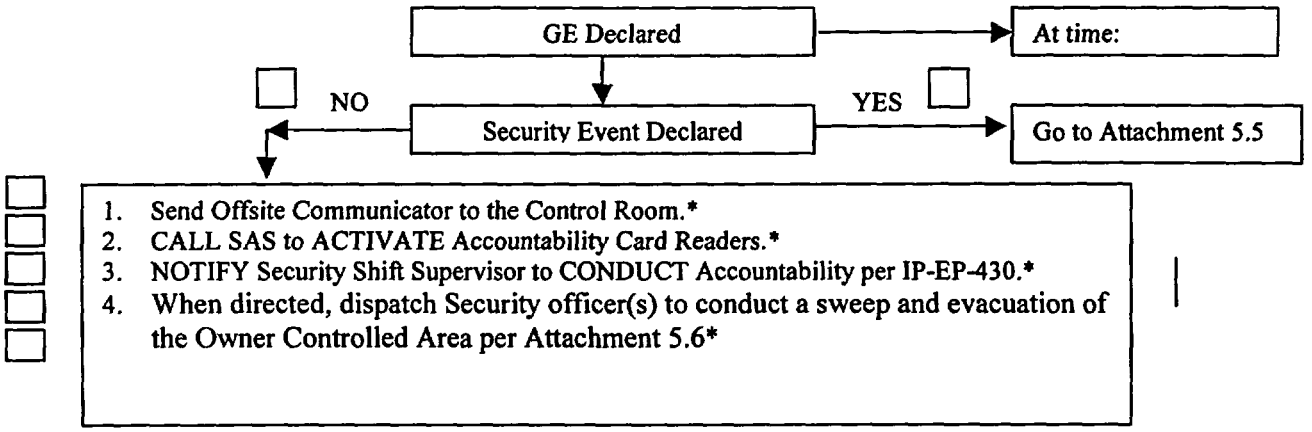


1. Send Offsite Communicator to the Control Room.*
2. CALL SAS to ACTIVATE Accountability Card Readers.*
3. NOTIFY Security Shift Supervisor to CONDUCT Accountability per IP-EP-430.
4. When directed, dispatch Security officer(s) to conduct a sweep and evacuation of the Owner Controlled Area per Attachment 5.6*.

* Not required if already performed for a lower level emergency classification.

ATTACHMENT 5.4

GENERAL EMERGENCY (GE) SECURITY CAS FLOWCHART



1. Send Offsite Communicator to the Control Room.*
2. CALL SAS to ACTIVATE Accountability Card Readers.*
3. NOTIFY Security Shift Supervisor to CONDUCT Accountability per IP-EP-430.*
4. When directed, dispatch Security officer(s) to conduct a sweep and evacuation of the Owner Controlled Area per Attachment 5.6*

* Not required if already performed for a lower level emergency classification.

ATTACHMENT 5.5

NOTIFICATIONS FOR SECURITY EVENTS

Security Event Declared → At time:

☐ 1. Determine if an Offsite Communicator can be sent to the Control Room, if not inform the CCR the Offsite Communicator is not available.
☐ 2. Call SAS to Activate Accountability Card Readers. *
☐ 3. Notify Security Shift Supervisor to CONDUCT Accountability per IP-EP-430. **

*Not required if already performed for a lower level emergency classification.
** If accountability is suspended, then perform these activities when directed by Plant Operations Manager (POM).

ATTACHMENT 5.6

SECURITY SWEEP AND EVACUATION OF THE OWNER CONTROLLED AREA (OCA)

Initial Responsibility/Activity	Notes
1.0 Conduct Security Sweep and Evacuation of the Owner Controlled Area (OCA) **WHEN** directed by the Security Shift Supervisor, **THEN** perform the following: ***NOTE: Using the OCA Security Sweep Checklist, make frequent stops near or in wooded areas, in parking lots, and in and around buildings.*** 1.1 Verify Training Center Exit Gate & Human Performance Simulator Bldg. Gate are open, if not, then open. 1.2 Proceed to the location in the Owner Controlled Area as directed by the Security Shift Supervisor and begin a systematic sweep of the OCA. Portable or vehicle mounted public address equipment shall be utilized to make the following announcement in a calm voice, with direct authority: **"ATTENTION ALL PERSONNEL"** **"ATTENTION ALL PERSONNEL"** **"There is an event at Indian Point that requires all personnel with OCA Badges to exit the site. Use your personal vehicle to exit the site through the main gate."** **"Do NOT rush, speed, or endanger others. "** **"All emergency response personnel report to your assigned emergency response facility "** 1.2 Repeat the above announcement as the OCA sweep is being conducted. Make frequent stops near or in wooded areas, in parking lots, and around buildings and trailers. 1.3 As required, provide additional instructions to individuals regarding the route to nearest exit point. 1.4 Complete and return to the Security Shift Supervisor, the attached checklist indicating a sweep has been completed for each portion of the OCA.	

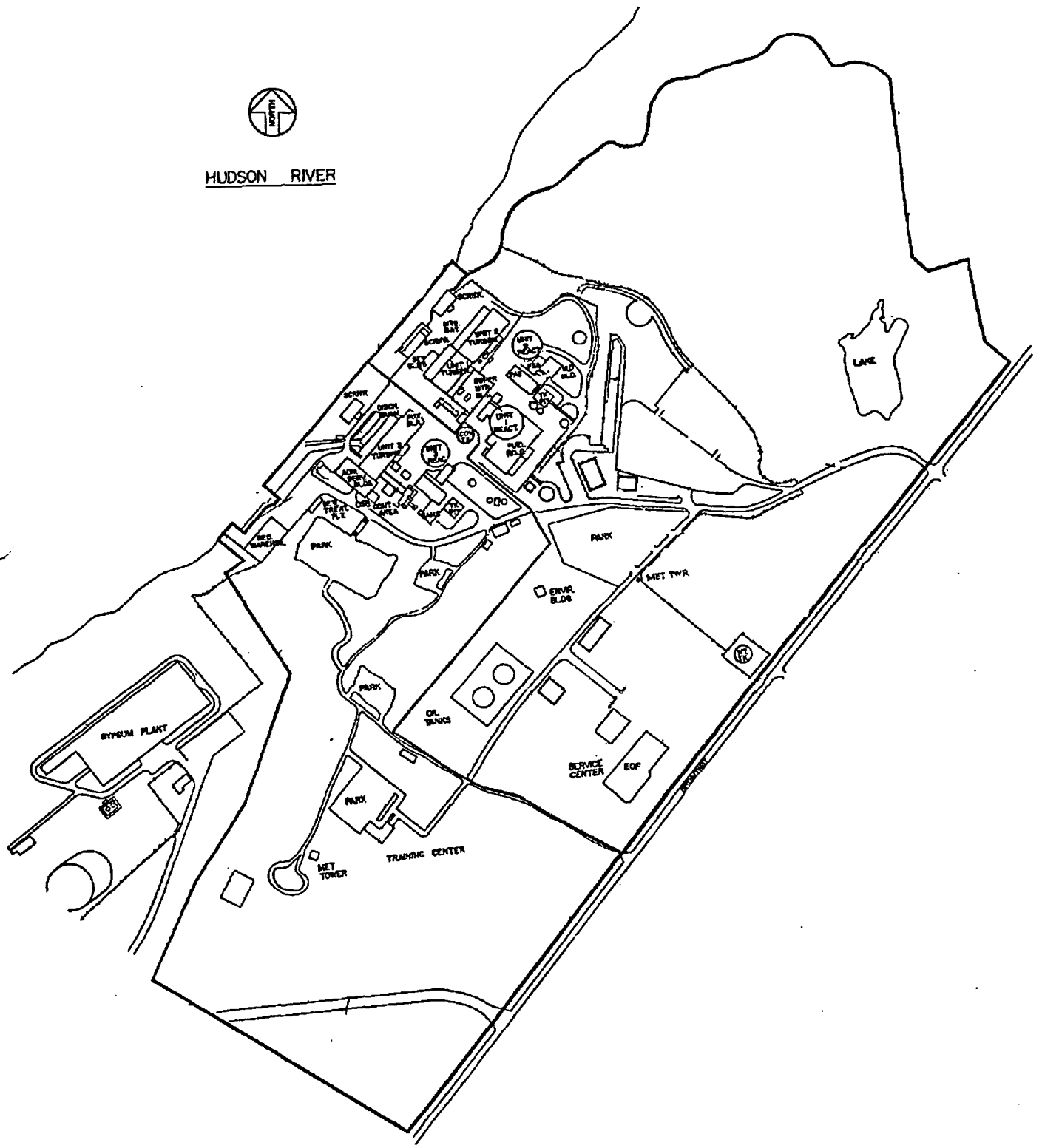
ATTACHMENT 5.6

SECURITY SWEEP AND EVACUATION OF THE OWNER CONTROLLED AREA (OCA)

OCA Security Sweep Checklist

		Date:	
Area *	**Description**	**Time Sweep Completed**	**Comments**
1	Northeast section of the OCA from Broadway to the Hudson River, bordered on the Northeast by the OCA fence and on the Southeast by inter-area fencing.		
2	Area of the OCA from the Hudson River on the Northwest to Southeast past the Energy Education Center and Unit 2 Simulator Building including Lower Parking Lots.		
3	Area of the OCA that is bordered on the Southeast by Broadway, Northeast by the main entrance, Northwest by the Backup Met Tower and South by the Service Center.		
4	Area in the vicinity of the Emergency Operations Facility (EOF) and Service Center, including Trailers and parking lots.		
5	Area bordered by the Upper Level Parking Lot on the Northeast, including the Environmental Building and Oil Tanks to the Southwest.		
6	Area bordered on the South by Broadway, on the Northeast by the Unit 3 entrance road, on the Southwest by the OCA fence, including the Training Center, parking lots and Met Tower and OCA fence to the West.		
7	Area bordered by the Hudson River on the West from the Unit 3 Receiving Warehouse, the Unit 3 Protected Area fence to the Northeast, including all parking lots, the Sewage Treatment Plant, to inter-area fencing West of the Oil Tanks and the Environmental Building.		
8	Area to the immediate left and right of the main entrance road from the parking lot at the Unit 3 Admin. Services Building to the IPEC Main Entrance Security Post.		

***NOTE: Refer to OCA Map on next page.**

ATTACHMENT 5.6

SECURITY SWEEP AND EVACUATION OF THE OWNER CONTROLLED AREA (OCA)